

CITY OF SPOKANE



NOTICE

REGARDING CITY COUNCIL MEETINGS

Notice is hereby given that City Council has resumed in-person meetings (effective Monday, March 14, 2022). 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 will still 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 June 13, 2022, meetings is below. All meetings will continue to 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 June 13, 2022:

1:15 p.m. Committee Meeting: 1-408-418-9388; access code: 2491 952 4023; password: 0320

3:30 p.m. Briefing Session: 1-408-418-9388; access code: 2485 018 9050; password: 0320

6:00 p.m. Legislative Session: 1-408-418-9388; access code: 2491 157 9910; password: 0320

Thursday Study Session: 1-408-418-9388; access code: 2480 676 7327; password: 0320

To participate in public comment (including Open Forum):

Testimony sign up is open from 5:00-6:00 p.m. on Monday, June 13, 2022. You must sign up by 6:00 p.m. to be called on to testify. Sign up forms will be available outside of Council Chambers for in-person attendees.

Those wishing to give testimony virtually can sign up between 5:00-6:00 p.m. at <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.) 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 items of interest not relating to the Current or Advance Agendas, pending hearing items, or 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.

**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. Three-minute time limit for comments made during open forum and public testimony on 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. At the 6:00 p.m. legislative session, after the conclusion of the legislative agenda, the Council shall hold an open forum unless a majority of Council Members vote otherwise. The open forum will not extend past 9:30 p.m. unless extended by a supermajority of the Council.
- B. Members of the public can sign up for open forum in the hour preceding the legislative session via the virtual testimony form linked in the meeting packet or in person outside Council Chambers. The order of the speakers be determined at the discretion of the chair. Each speaker shall be limited to no more than three 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. 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. Individuals speaking during 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.

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

- 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, first and final readings of regular and special budget ordinances, emergency ordinances, special consideration items, hearing items, 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. 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 not provided by these rules, including but not limited to demonstrations, banners, signs, applause, profanity, vulgar language, or personal insults will be permitted.
- F. A speaker asserting a statement of fact may be asked to document and identify the sources of the factual datum being asserted.
- G. 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.
- H. Members of City Council staff 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 City property, including using a City-issued computer or cell phone, in giving testimony.
- I. 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 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 Director of Policy and Government Relations and/or 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.

Rule 2.16 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS – TIME LIMITS

- A. 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 unless the time limit is adjusted by a majority vote of the Council. 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.
- B. No public testimony shall be taken on amendments to consent or legislative agenda items, or solely procedural, parliamentary, or administrative matters of the Council.
- C. 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.
- D. 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.
- E. 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.
 - F. 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.¹

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

THE CITY OF SPOKANE



CURRENT COUNCIL AGENDA

MEETING OF MONDAY, JUNE 13, 2022

MISSION STATEMENT

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

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BREEAN BEGGS

COUNCIL MEMBER JONATHAN BINGLE

COUNCIL MEMBER LORI KINNEAR

COUNCIL MEMBER BETSY WILKERSON

COUNCIL MEMBER MICHAEL CATHCART

COUNCIL MEMBER KAREN STRATTON

COUNCIL MEMBER ZACK ZAPPONE

**CITY COUNCIL CHAMBERS
CITY HALL**

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

City of Spokane Guest Wireless access for Council Chambers for June 13, 2022:

User Name: **COS Guest**

Password: **tLFSN6N8**

**Please note the space in user name.
Both user name and password are case sensitive.**

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. Pursuant to Council Rule 2.16.C, public testimony will be taken on consent and legislative items that are moved to Council's regular Briefing Session unless a majority of Council votes otherwise during the meeting in which the items are moved. 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 in a public Council meeting 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.
- 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, shall refrain from remarks directed personally to any Council Member or any other individual, and shall continue to the matters that are specifically before the Council at that time.
- Members of the City Council 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 three-minute speaking time. 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.

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

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)

EXECUTIVE SESSION

(Closed Session of Council)

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

LEGISLATIVE SESSION

(6:00 P.M.)

(Council Reconvenes in Council Chamber)

PLEDGE OF ALLEGIANCE

WORDS OF INSPIRATION AND SPECIAL INTRODUCTIONS

ROLL CALL OF COUNCIL

COUNCIL AND COMMITTEE REPORTS

(Committee Reports for City Council Standing Committees and other Boards and Commissions)

PROCLAMATIONS AND SALUTATIONS

REPORTS FROM NEIGHBORHOOD COUNCILS AND/OR OTHER CITY-SPONSORED COMMUNITY ORGANIZATIONS

ANNOUNCEMENTS

(Announcements Regarding Adjustments to the City Council Agenda)

BOARDS AND COMMISSIONS APPOINTMENTS

(Includes Announcements of Boards and Commissions Vacancies)

APPOINTMENTS

RECOMMENDATION

Steering Committee of the Sustainability Action
Subcommittee of Council's PIES Committee: 17
Appointments (14 voting, 3 non-voting)

Approve CPR 2022-0026

ADMINISTRATIVE REPORTS

CONSENT AGENDA

REPORTS, CONTRACTS AND CLAIMS

RECOMMENDATION

- | | | |
|---|---------|------------------------------|
| 1. 10-year Site Lease Acknowledgement Agreement with New Cingular Wireless (Spokane) for placement of cellular equipment at 7910 S. Thomas Mallen Road as a new location—\$414,720 Revenue. (Council Sponsor: Council Member Kinnear) | Approve | OPR 2000-0674 |
| 2. Water Reservoir Easement and Temporary Permit to Enter Easement with Spokane School District No. 81 for non-exclusive easement over a portion of Hamblen Elementary to build and maintain an additional high system tank. (Council Sponsor: Council Member Kinnear) | Approve | OPR 2022-0428
ENG 2017108 |
| 3. Low Bid of Inland Infrastructure, LLC for the Sundance III Force Main Project—\$447,145 (plus tax). An administrative reserve of \$44,714.50 (plus tax), which is 10% of the contract price, will be set aside. (North Indian Trail Neighborhood) (Council Sponsors: Council President Beggs and Council Member Kinnear) | Approve | OPR 2022-0429
ENG 2020095 |
| 4. Contract Amendment with Etter, McMahon, Van Wert & Oreskovich, P.C. (Spokane) for Outside Counsel services in the legal matter of West Terrace Golf, LLC v. City of Spokane—increase of \$50,000. Total Contract Amount: \$425,000. (Council Sponsor: Council Member Wilkerson) | Approve | OPR 2017-0501 |

5. Contract Amendments with outside counsel, Summit Law Group, who represents the City in the following actions brought against the City and various state agencies to prevent the enforcement of the vaccine mandate as applicable to health care workers: **Approve All**
- a. Travis J. Wise, et. al. v. Governor Jay Inslee, et. al.—increase of \$60,000. Total contract amount: \$185,000. **OPR 2021-0707**
- b. Michael Bacon, et. al. v. City of Spokane, et. al.—increase of \$25,000. Total contract amount: \$125,000. **OPR 2021-0722**
(Council Sponsor: Council Member Cathcart)
6. Multiple purchases from Core & Main (Spokane Valley, WA) of 1" copper for the Water Department to keep operations going—\$79,143.17 total. **Approve OPR 2022-0430**
7. Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through June 3, 2022, total \$7,800,595.16, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$7,717,657.23. **Approve & Authorize Payments CPR 2022-0002**
8. City Council Meeting Minutes: June 2, 2022. **Approve All CPR 2022-0013**
- Request motion to suspend Council Rules to add the following items (OPR 2021-0646, OPR 2022-0445 & OPRs 2022-0449 through 2022-0451):**
9. Contract Amendment with Robert Half International to allow for Legal and other departments to use the contract and to add monies from Legal for a temporary staff member—\$40,000. (Relates to ORD C36222)(Council Sponsors: Council Members Wilkerson and Kinnear) **Approve OPR 2021-0646**
10. Contract with Design West (Pullman, WA) for architectural services needed for the MLK Community Center Roof Replacement Project—\$63,100 (incl. tax). (Council Sponsors: Council President Beggs and Council Member Wilkerson) **Approve OPR 2022-0445**
11. Award Department of Commerce Eviction Rent Assistance Program 2.0 funds to continue to prevent evictions by paying rental arrears, current and future rent, and other costs to: **Approve All**
- a. the Carl Maxey Center—\$825,000. **OPR 2022-0449**

b. Family Promise of Spokane—\$900,000.

OPR 2022-0450

c. Geocko, Inc., dba LiveStories—\$3,860,230.

OPR 2022-0451

(Council Sponsors: Council Members Kinnear and Wilkerson)

ACTION ON CONSENT AGENDA

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

(Require Five Affirmative, Recorded Roll Call Votes)

Ordinances amending Ordinance No. C36161 passed by the City Council December 13, 2021, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2022, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2022, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

ORD C36220

Asset Management Capital Fund

1) Increase appropriation by \$1,700,000.

A) \$850,000 of the increased appropriation is transferred from the Asset Management Capital to the Asset Management Fire Capital Fund.

B) \$850,000 of the increased appropriation is transferred from the Asset Management Capital Fund to the Asset Management Police Capital Fund.

and

Asset Management Fire Capital Fund

1) Increase revenue appropriation by \$850,000.

A) Of the increased appropriation \$850,000 is a transfer from Asset Management Capital fund.

2) Increase appropriation by \$850,000

(B) Of the increased appropriation \$850,000 is provided solely for capital expenditures related to Fire.

and

Asset Management Police Capital Fund

1) Increase revenue appropriation by \$850,000.

A) Of the increased appropriation \$850,000 is a transfer from Asset Management Capital fund.

2) Increase appropriation by \$850,000

B) Of the increased appropriation \$850,000 is provided solely for capital expenditures related to Police.

(This action arises from the need for capital expenditures in the Asset Management Fire Capital Fund and the Asset Management Police Capital Fund.) (Council Sponsors: Council Members Wilkerson and Kinnear)

ORD C36221

Traffic Calming Measures Fund

1) Increase appropriations by \$972,750

A) Of the increased appropriation, \$300,000 is to be used for the implementation of a three-year “Community Crosswalks” pilot program to include:

i.) A total of six decorative crosswalks to be administered in accordance with the Spokane Streets Department to ensure the designs meet the standards set by the National Association of City Transportation Officials, thus adhering to the Spokane Municipal Code Section 17H.010.210.

B) Of the increased appropriation, \$672,750 is to be used to administer a three-year “Residential Street Murals” pilot program to include up to two street murals per neighborhood during the three-year pilot program.

(This action arises from the need to increase pedestrian safety at crosswalks, while adding character to our neighborhoods and showing inclusivity to our diverse communities.) (Relates to Resolution 2022-0053) (Council Sponsors: Council Members Stratton, Wilkerson, and Zappone)

Request motion to suspend Council Rules to add the following item (ORD C36222):

ORD C36222

General Fund

1) Decrease the appropriation for an Attorney Assistant position in the Legal Department by \$40,000.

2) Increase the appropriation for contractual services by \$40,000.

3) There is no change to the overall appropriation level in the General Fund.

(This action arises from the need for hiring a legal temp for an attorney assistant position)(Relates to Consent Agenda Item #9) (Council Sponsors: Council Members Wilkerson and Kinnear)

NO EMERGENCY ORDINANCES

RESOLUTIONS & FINAL READING ORDINANCES

(Require Four Affirmative, Recorded Roll Call Votes)

RES 2022-0053

Regarding the approval of a three-year Community Crosswalk Pilot Program to be paid through the Traffic Calming Measures Fund for up to \$300,000. (Relates to Special Budget Ordinance C36221) (Council Sponsors: Council Members Stratton, Wilkerson and Zappone)

- RES 2022-0054** Regarding amendment to the City of Spokane Water and Hydroelectric Department – Fee & Cost Schedule to reflect current costs for 2022. (Council Sponsors: Council President Beggs and Council Member Kinneary)
- ORD C36218** Relating to membership terms Spokane Park Board members, adopting a new section 04.11.015 to Chapter 4.11 of the Spokane Municipal Code. (Council Sponsors: Council Members Stratton and Zappone)
- ORD C36219** Amending Ordinance C30366 that vacated Napa Street from Pinecrest Avenue to the south line of 26th Court and Napa Street from the south line of Pinecrest Avenue to 150 feet south of Pinecrest Avenue. (Releases an easement.) (Council Sponsors: Council Members Wilkerson and Kinneary)

FIRST READING ORDINANCES

Request motion to suspend Council Rules to add the following items (ORD C36224, C36225 & C36226):

- ORD C36224** Relating to short plat notification amending Spokane Municipal Code (SMC) Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040. (Council Sponsors: Council Members Wilkerson and Zappone)
- ORD C36225** Relating to lot size transitions, accessory structures, and accessory dwelling units amending Spokane Municipal Code (SMC) Sections 17C.110.200, 17C.110.225, 17C.300.100, 17C.300.110, 17C.300.120, 17C.300.130, 17C.300.140. (Council Sponsors: Council Members Wilkerson and Zappone)
- ORD C36226** Relating to permit fees for short plats amending Spokane Municipal Code (SMC) Sections 8.02.064 and 8.02.066. (Council Sponsors: Council Members Cathcart and Wilkerson)
Amanda Beck

FURTHER ACTION DEFERRED

NO SPECIAL CONSIDERATIONS

NO HEARINGS

OPEN FORUM

At each meeting after the conclusion of the legislative agenda, the Council shall hold an open public comment period until 9:30 p.m., which may be extended by motion. Each speaker is limited to no more than three minutes. In order to participate in Open Forum, you must sign up by 6:00 p.m. A sign-up

form will be available on the day of the meeting from 5:00-6:00 p.m. outside of Council Chambers for in-person attendees. Those wishing to comment virtually can sign up between 5:00-6:00 p.m. at <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.) 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 and items of interest not relating to the Current or Advance Agendas, pending hearing items, or 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.

ADJOURNMENT

The June 13, 2022, Regular Legislative Session of the City Council is adjourned to June 20, 2022.

NOTES

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/1/2022

Clerk's File #

CPR 2022-0026

Renews #**Submitting Dept**

CITY COUNCIL

Cross Ref #**Contact Name/Phone**

KARA ODEGARD X6702

Project #**Contact E-Mail**

KODEGARD@SPOKANECITY.ORG

Bid #**Agenda Item Type**Boards and Commissions
Appointments**Requisition #****Agenda Item Name**

0320 - APPOINTMENTS TO THE SUSTAINABILITY ACTION SUBCOMMITTEE

Agenda Wording

Appointing members of the Steering Committee of the Sustainability Action Subcommittee of Council's PIES Committee as laid out in Resolution 2022-0019, effective June 14, 2022.

Summary (Background)

- 2009 Task Force: Jim Wavada; Larry Luton - Energy: Staci Maier (non-voting) - College/University: Brian Henning; Mindy Howard - Business/Tech.: Sarah Burruss; Wyeth Larson - Public Health: Matthew Hollon; Pragma Rai - Environmental Advocacy: Ryan Lok - Low-Income: Michelle Howard - Student: Esther Angell - Finance/Econ.: Erica Johnson (non-voting) - High-Risk from Climate Impacts: Naghmana Sherazi; Rowena Pineda - Labor: Dave Garegnani; Jennifer Thomas - Council: CM Kinnear (non-voting)

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

ALLERS, HANNAHLEE

Study Session\Other

N/A

Division Director**Council Sponsor**CP Beggs, CM Kinnear,
CM Wilkerson**Finance****Distribution List****Legal**

kodegard@spokanecity.org

For the Mayor**Additional Approvals****Purchasing**



Agenda Sheet for City Council Meeting of:
06/13/2022

Date Rec'd	5/25/2022
Clerk's File #	OPR 2000-0674
Renews #	

Submitting Dept	FACILITIES MANAGEMENT	Cross Ref #	
Contact Name/Phone	DAVE STEELE 6064	Project #	
Contact E-Mail	DSTEELE@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	
Agenda Item Name	5900 NEW CINGULAR WIRELESS -CELL ANTENNA, SITE LEASE AGREEMENT		

Agenda Wording

The City of Spokane currently leases space on existing City of Spokane utility structures, generally on water reservoirs. Each provider operates under a Master Lease Agreement that creates the framework for the individual site lease terms.

Summary (Background)

The NEW CINGULAR WIRELESS desires to enter into new Site Lease Agreement for the placement of cellular equipment at 7910 South Thomas Mallen Road as a new location. This is a ten (10) year lease with option of two (2) additional terms of four (4) years each. Fees include a 3% annual escalation This Site Lease Agreement captures the specific details for the new location.

Lease? YES Grant related? NO Public Works? NO

Fiscal Impact

Revenue	\$ 414720.00	<u>Budget Account</u>	# 0020-88100-99999-36291-89267
Select	\$		#
Select	\$		#
Select	\$		#

Approvals

<u>Dept Head</u>	TEAL, JEFFREY
<u>Division Director</u>	WALLACE, TONYA
<u>Finance</u>	MURRAY, MICHELLE
<u>Legal</u>	ODLE, MARI
<u>For the Mayor</u>	ORMSBY, MICHAEL

Council Notifications

<u>Study Session\Other</u>	5/23/22 PIES
<u>Council Sponsor</u>	CM Kinnear

Distribution List

dstele@spokanecity.org
laga@spokanecity.org
kbustos@spokanecity.org
jsakamoto@spokanecity.org
Wayne Wooten ww5870@att.com
daniel.baum@smartlinkgroup.com

Additional Approvals

<u>Purchasing</u>	
<u>ACCOUNTING - LEASE</u>	BAIRD, CHRISTI

Committee Agenda Sheet

PIES COMMITTEE

Submitting Department	FACILITIES
Contact Name & Phone	Dave Steele, 625-6064
Contact Email	dsteale@spokanecity.org
Council Sponsor(s)	Kinnear
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested:
Agenda Item Name	NEW CINGULAR WIRELESS – CELL ANTENNA, SITE LEASE AGREEMENT
Summary (Background)	<p>The City of Spokane currently leases space on existing City of Spokane utility structures, generally on water reservoirs. Each provider operates under a Master Lease Agreement that creates the framework for the lease such as term, rate, approval process, etc.</p> <p>Subsequently each individual site (or reservoir location) is identified and leased through a Site Lease Agreement, specific to the structure being mounted on and location parameters.</p> <p>The NEW CINGULAR WIRELESS desires to enter into new Site Lease Agreement for the placement of cellular equipment at 7910 South Thomas Mallen Road as a new location.</p> <p>This Site Lease Agreement captures the specific details for the new location.</p>
Proposed Council Action & Date:	Agreement of the Site Lease Agreements 6/06/2022
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" 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.) REVENUE	
Operations Impacts	
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

EXHIBIT "A"

SITE LEASE ACKNOWLEDGMENT

This Site Lease Acknowledgment ("SLA") is made to the Master Lease Agreement between the City of Spokane and New Cingular Wireless PCS, LLC (or its predecessor-in-interest) dated August 21, 2000, as amended by that First Amendment to the Master Lease Agreement, having an effective date of February 28, 2017 (collectively the "Master Lease Agreement"), a copy of which is attached hereto as Exhibit "A" and its terms incorporated herein. Capitalized terms used in this SLA have the same meaning as such terms in the Master Lease Agreement unless otherwise indicated.

1. SP4352 Spokane Fairways FA# 14641287
2. Site Address: 7910 South Thomas Mallen Road
Spokane, WA 99207
3. Site Legal Description: See Exhibit B.
4. LATITUDE: 47° 34' 49.30" N (47.580361°)
LONGITUDE: -117° 32' 30.95" W (-117.541930°)
5. Commencement Date: MLA October 1, 2021
6. Fees: \$3456 / mo 3% annual escalation
7. Term: Ten (10) Years
8. Renewal Options: two (2) additional terms of four (4) years each
9. The Site is owned by Lessor.
10. Lessor contact for emergencies: City Water Department
(509)625-7800, after hours (509)625-7800
11. Lessee contact for emergencies:
12. Description of Communications Facility: Exhibit C
13. Special provisions: The provisions of Exhibit D (City of Spokane Water Department Policy and Procedure re: Access to Department Facilities by Wireless Communications Leaseholders) shall govern access to the Premises covered by this SLA.

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: Wayne Wooten

Print Name: WAYNE WOOTEN

Title: DIRECTOR

Date: 5-5-22

City of Spokane, a Municipal
Corporation of the State of
Washington

Fed. Tax ID #91-001280

By: _____
City Administrator

Attest: _____
City Clerk

Date: _____

Approved as to form:

Assistant City Attorney

Exhibit A
Copy of Master Lease Agreement

8/24/00
265

Estate

6300

RECEIVED



OPR 2000-674

CONSENT AGENDA

LEGISLATIVE SESSION

COUNCIL PRIORITY

uma Services
eigh orhoods
Pub ic Safety
Que ity Service

Renews:
K'S OFFICE
NE, WA
Cross Rate

BACKGROUND

FISCAL IMPACT

LIST ATTACHMENTS AS FOLLOWS

SIGNATURES OF SUBMITTING OFFICERS

David Perry
Real Estate Manager

Assistant City Manager

Richard S. Gork
Finance

City

DISTRIBUTION AFTER COUNCIL ACTION

COUNCIL ACTION

August 21, 00
Vini Arfiter

at8hwi

Exhibit B

Site Legal Description

THE LAND IN THE COUNTY OF SPOKANE, STATE OF WASHINGTON, DESCRIBED
AS FOLLOWS:

LOT 21, BLOCK 5, FOUR LAKES GOLF & COUNTRY CLUB SUBDIVISION NO. 1,
ACCORDING TO PLAT RECORDED IN VOLUME 9 OF PLATS, PAGE 64, NOW
VACATED BY RESOLUTION RECORDED UNDER AUDITOR'S NO. 8605220284,
VOLUME 818, PAGE 1410.

SITUATE IN THE COUNTY OF SPOKANE, STATE OF WASHINGTON.

Exhibit C

Description of Communications Facility

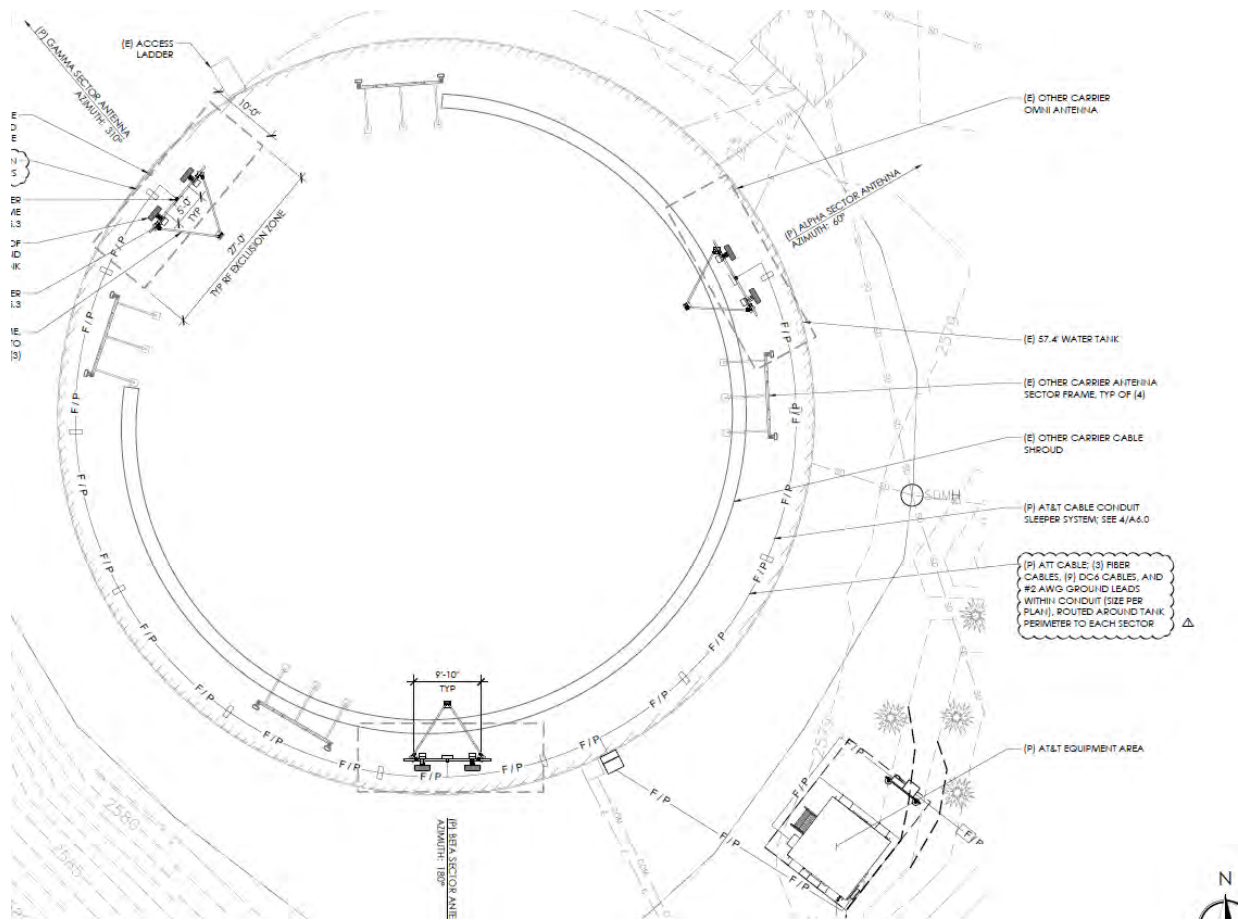


Exhibit D
Access Policy and Procedure

9. ACCESS

The following provisions shall govern access to the Premises, unless otherwise modified in a SLA:

Lessee shall have access to the Premises for construction, maintenance and repair Monday through Saturday from 7am to 6pm and emergency access (when there has been a equipment failure or Communication Facility damage) twenty-four (24) hours per day, seven (7) days per week including the right to move vehicles and equipment on the areas of the site which contain suitable hard surfaces. Prior to Lessee entering the Premises to perform work on the Communications Facility Lessor shall be notified.

Lessee acknowledges that the foregoing access rights are subject to any limitations or restrictions on access imposed upon Lessor (and therefore upon Lessee) by the landlord under any underlying lease or license document relating to a particular Site, except limitations or restrictions imposed by a landlord which is an affiliate of Lessor shall not be more restrictive than those contained in this Section. Lessee agrees to abide by such limitations or restrictions provided that Lessee has been given a copy of the lease agreement or has been notified in writing by Lessor of such limitations and restrictions.

The City retains the right to designate certain areas of the Site as sensitive to the City's security and public safety communication systems and require that a City employee remain on-site during the period of any repair or installation by Lessee. The City Manager and Police Chief will determine, on a case by case review, whether or not on site monitoring is required. Lessee agrees to bear the reasonable expense of such monitoring by the City.

Lessee agrees to provide the City with a list of employees, agents or other individuals who will have access to the site for the purpose of the City of Spokane Police Department performing a background check on the named individuals. Lessee, by providing the name, date of birth and social security number of persons desiring access to the site, hereby consents, on behalf of the individuals, to the background check by the Police Department. The Police Department shall not release this information to members of the general public. Any employees, agents, or other individuals under the authority or control of the Lessee who have not been previously screened by the Police Department must be accompanied an employee of the City while that person is within the Site.

AGENDA SHEET FOR COUNCIL MEETING OF: August 21, 2000



Real Estate
Submitting Department

Dennis Beringer
Contact Person

6300

RECEIVED

CONSENT AGENDA

0 Contract
0 Report

LEGISLATIVE SESSION

0 Resolution
0 Emergency Ordinance
0 Final Reading Ordinance
0 First Reading Ordinance
0 Special Consideration
0 Hearing

COUNCIL PRIORITY

0 Communications
0 Economic Development
0 Growth Management
0 Human Services
0 Neighborhoods
0 Public Safety
0 Quality Service Delivery
0 Racial Equity & Cultural Diversity
0 Rebuild & Maintain Infrastructure

AUG 10 2000

CITY CLERK'S OFFICE
SPOKANE, WA

Mark's Files:

OPR 2000-674

Renews:

#

Cross Reference:

#

ENG/CSD/LID:

#

NEIGHBORHOOD/COMMISSION/COMMITTEE NOTIFIED BY SUBMITTING DEPARTMENT:

BID:

#

AGENDA WORDING: Master Lease Agreement between the City of Spokane and AT&T Wireless, Seattle Washington, for the purpose of establishing communication sites on City property. Revenue is approximately \$15,000.00/year or more, if all sites are approved.

BACKGROUND: This agreement sets forth basic terms relating to rental payment, responsibilities and duties for all parties. At this time AT&T Wireless is interested in locating cellular communication equipment on two City water tank sites. Specific locations to be determined as AT&T Wireless studies become available.

RECOMMENDATION: That the Master Lease Agreement be accepted.

FISCAL IMPACT: Revenue - \$15,000.00

Budget Account:

#Various

LIST ATTACHMENTS AS FOLLOWS:

On file for Review in Office of City Clerk: Master Lease Agreement

SIGNATURES OF SUBMITTING OFFICERS

David Perry
Real Estate Manager

[Signature]
Assistant City Manager - Operations

Richard G. Cook
Finance

[Signature]
Legal

[Signature]
City Manager

DISTRIBUTION AFTER COUNCIL ACTION:

COUNCIL ACTION:

Engineering Services file (4 Originals)
Neighborhood Services
CCAF
Accounting
Budget Control
AT&T Wireless
Attn: Real Estate Manager
617 Eastlake Avenue East
Seattle, WA 98109

ACCEPTED BY
SPOKANE CITY COUNCIL:
August 21, 2000
[Signature]
CITY CLERK

ORIGINAL

THIS MASTER LEASE AGREEMENT ("Agreement") is entered into as of the 21st day of August, 2000, by and between The City of Spokane, a municipal Corporation of the State of Washington ("Lessor") and **Spokane Cellular Telephone Company, a Washington D. C. partnership, d/b/a/ AT&T Wireless Services** ("Lessee").

RECITALS

Lessee desires to lease from Lessor on a non-exclusive basis certain portions of real property for the purpose of locating unmanned radio communications equipment on Lessor's property. Each specific property location which Lessee occupies under this Lease will be referred to individually as a "Site" and collectively as "Sites".

NOW THEREFORE, in consideration of the mutual covenants contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. MASTER LEASE AGREEMENT

This Agreement contains the basic terms and conditions upon which each Site is leased by Lessor to Lessee. When the parties agree on the particular terms for a Site, the parties will execute a completed Site Lease Acknowledgment in the form attached as Exhibit A (an "SLA"). Each executed SLA is deemed to be a part of this Agreement. The terms and conditions of the SLA will govern and control the site use if there is a discrepancy or inconsistency between the terms and conditions of any SLA and this Agreement. Lessee may record a memorandum of the SLA. Upon termination of the SLA for any reason, Lessee will, upon termination of the site use, record a notice of termination of the SLA if Lessee previously recorded a memorandum of the SLA.

2. SITE LEASE

Subject to the terms and conditions contained in this Agreement and the SLA relating to the Site, Lessor leases and demises to Lessee and Lessee leases from Lessor that portion of the Site as described on the SLA (the "Premises"). The property owned, leased or licensed by Lessor and, if any, the structure located on the Site will be described on each SLA. The Premises include the ground space identified and necessary for placement and operation of Lessee's equipment and facilities, together with the right to install, maintain and use utility lines and connections, as needed, connecting appurtenances and vehicular and pedestrian access to the Premises at all times. Lessee's equipment and facilities may be mounted on or in any structure on the Site or on the ground near the structure all as described in the SLA and in accordance with the terms of this Agreement.

3. USE

The Premises may be used by Lessee only for the installation, operation and maintenance of unmanned wireless communications equipment and related telecommunications activities (a "Communications Facility").

Lessee must, at Lessee's sole expense, comply with all laws, orders, ordinances, regulations and directives of applicable federal, state, county, and municipal authorities or regulatory agencies, including, without limitation, the Federal Communications Commission ("FCC").

Lessee shall not install or maintain a Communications Facility that interferes with the City's equipment or systems, either electronically, through radiated emission, physically or mechanically. If Lessee's Communications Facility interferes with City equipment, or the equipment of other existing users or lessee's onsite, Lessee will be notified of the interference and will have sixty (60) days from the date of notice to correct the interference. If Lessee fails to correct the interference during the sixty (60) day period of cure, Lessee shall immediately thereafter remove its Communications Facility.

Lessor agrees to reasonably cooperate with Lessee, at Lessee's expense, in executing such documents or applications required in order for Lessee to obtain such licenses, permits or other governmental approvals needed for Lessee's permitted use of the Premises.

4. TERM

The initial term of this Agreement ("Initial Term") is ten (10) years commencing on the date of execution and delivery of this Agreement by both parties. The Initial Term of the SLA will commence on the date stated on the SLA ("Commencement Date") and will terminate on the date stated therein (but in no event shall a SLA exceed the term of this Agreement), unless otherwise terminated as provided in this Agreement. Lessee, with five (5) business days prior notice to Lessor, may enter the Premises before the Commencement Date, to the extent such entry is related to engineering surveys, inspections, or other reasonably necessary tests required prior to construction and installation of the Communications Facility.

The term of this Agreement will be automatically renewed for two (2) additional terms (each a "Renewal Term") of five (5) years each, unless Lessee provides notice of intention not to renew not less than one hundred and twenty (120) days prior to the expiration of the Initial Term or any Renewal Term.

5. TERMINATION

5.1. By Lessor

In addition to any other rights to terminate this Agreement or an SLA, Lessor has the right to terminate a SLA and all of Lessee's rights to the Premises upon sixty (60) days prior written notice if any equipment placed on the Site by Lessee unreasonably causes interference with any existing equipment located on the Site as of the Commencement Date, or is determined to cause a health or safety problem that is injurious to persons or property, and Lessee fails to resolve such interference or health or safety problem in a reasonable time.

5.2. By Lessee

In addition to any other rights to terminate this Agreement or an SLA, Lessee has the right to terminate a SLA upon sixty (60) days prior written notice if:

5.2.1. Lessee, within its sole discretion, no longer intends to use the Premises for a Communications Facility;

5.2.2. any certificate, permit, license or approval affecting Lessee's ability to use the Premises in the manner originally intended by Lessee is rejected; or

5.2.3. if any previously issued certificate, permit, license or approval is canceled, expires, lapses, or is otherwise withdrawn or terminated by the applicable governmental agency.

6. FEES

6.1. Fee

The annual lease fee (the "Fee") for a Premises will be payable on or before the Commencement Date and on or before the first day of the first month starting after each anniversary of the Commencement Date. The Fee shall be payable to Lessor at:

(Noted in each Site Lease Acknowledgment)

City of Spokane
Real Estate Division
808 West Spokane Falls Blvd.
Spokane, WA 99201
Attention: Real Estate Manager.

The Fee will be prorated for any fractional year at the beginning, expiration or earlier termination of a particular SLA. The Fee for the Premises will be determined in accordance with Exhibit B.

6.2. Adjustment

The Fee for a Site will be adjusted as provided on Exhibit B.

6.3. Late Fee

If Lessee fails to pay any Fee within ten (10) business days after receipt of written notice from Lessor, Lessor may, upon notice, require that Lessee pay to Lessor a late fee of \$150.00.

6.4. Other Amounts

Any sums due to Lessor under this Agreement which are not specifically defined as "Fees" are deemed additional Fees and are subject to the late fees specified in Sections 6.3 and any other provisions of this Agreement which address Fees.

7. IMPROVEMENTS AND CONSTRUCTION

7.1. Approved Communications Facility

Lessee has the right at Lessee's sole cost and expense to erect, maintain, replace and operate at the Premises only that Communications Facility specified on the SLA. Prior to commencing any installation, or structural alteration of a Communications Facility, Lessee must obtain Lessor's approval of:

7.1.1. Lessee's plans for installation or alteration work; and

7.1.2. the precise location of the Communications Facility on the Site.

Lessor's approval must not be unreasonably withheld, conditioned or delayed. Lessee's replacement of equipment with equipment of substantially the same or smaller size in the course of repairs or upgrading the Communications Facility is not deemed a material installation or structural alteration. Lessee shall not be required to pay any fee due under an SLA until Lessor has approved the foregoing elements in accordance with this Section 7.1.

All of Lessee's installation and alteration work must be performed:

7.1.3. at Lessee's sole cost and expense;

7.1.4. in a good and workmanlike manner

7.1.5. in accordance with applicable building uses; and

7.1.6. must not adversely effect the structural integrity or maintenance of the Site or any structure on the Site.

Any structural alterations to a structure on the Site must be designed by a licensed structural engineer at Lessee's sole cost and expense.

7.2. Liens

Lessee must keep the Site free from any liens arising from any work performed, materials furnished, or obligations incurred by or at the request of Lessee.

If any lien is filed against the Site as a result of the acts or omissions of Lessee, or Lessee's employees, agents, or contractors, Lessee must discharge the lien or bond the lien off in a manner reasonably satisfactory to Lessor within thirty (30) days after Lessee receives written notice from any party that the lien has been filed.

If Lessee fails to discharge or bond any lien within such period, then, in addition to any other right or remedy of Lessor, Lessor may, at Lessor's election, discharge the lien by either paying the amount claimed to be due or obtaining the discharge by deposit with a court or a title company or by bonding.

Lessee must pay on demand any amount paid by Lessor for the discharge or satisfaction of any lien, and all reasonable attorneys' fees and other legal expenses of Lessor incurred in defending any such action or in obtaining the discharge of such lien, together with all necessary disbursements in connection therewith.

7.3. Possession

Taking possession of the Premises by Lessee is conclusive evidence that Lessee:

7.3.1. accepts the Premises as suitable for the purposes for which they are leased;

7.3.2. accepts each Site and any structure on the Site and every part and appurtenance thereof AS IS, with all faults except defects; and

7.3.3. waives any claims against Lessor in respect of defects in the Site or Premises and its appurtenances, their habitability or suitability for any permitted purposes, except:

7.3.3.1. if otherwise expressly provided hereunder,

7.3.3.2. if resulting from the willful act or omission of Lessor's employees, agents or contractors,

7.3.3.3. if resulting from a known claim by a third party not identified by Lessor in Lessor's representations under this Agreement, or

7.3.3.4. if known to Lessor and not disclosed to Lessee.

Lessee is deemed to take possession only at the time Lessee commences construction of the Communications Facility on the Premises. Conducting tests and inspections on the Premises is not the commencement of construction.

8. UTILITIES

Lessee has the right, at Lessee's sole cost and expense, to obtain electrical and telephone service from any utility company that provides such service to the Premises. Lessee may arrange for the installation of a separate meter and main breaker, subject to Lessor's right to approve, said approval not to be unreasonably withheld, the exact location of proposed utility routes and the manner of installation in order to protect and not damage Lessor's property on the site.

8.1. The Premises includes such non-exclusive rights as necessary to enable Lessee to connect utility wires, cables, fibers and conduits to the Communications Facility, except, Lessor reserves the right to approve the route and the manner of installation so long as such approval is not unreasonably withheld. Lessee shall pay for all of Lessee's utility costs when due.

9. ACCESS

The following provisions shall govern access to the Premises, unless otherwise modified in a SLA:

Lessee shall have access to the Premises for construction, maintenance and repair Monday through Saturday from 7am to 6pm and emergency access (when there has been a equipment failure or Communication Facility damage) twenty-four (24) hours per day, seven (7) days per week including the right to move vehicles and equipment on the areas of the site which contain suitable hard surfaces. Prior to Lessee entering the Premises to perform work on the Communications Facility Lessor shall be notified.

Lessee acknowledges that the foregoing access rights are subject to any limitations or restrictions on access imposed upon Lessor (and therefore upon Lessee) by the landlord under any underlying lease or license document relating to a particular Site, except limitations or restrictions imposed by a landlord which is an affiliate of Lessor shall not be more restrictive than those contained in this Section. Lessee agrees to abide by such limitations or restrictions provided that Lessee has been given a copy of the lease agreement or has been notified in writing by Lessor of such limitations and restrictions.

The City retains the right to designate certain areas of the Site as sensitive to the City's security and public safety communication systems and require that a City employee remain on-site during the period of any repair or installation by Lessee. The City Manager and Police Chief will determine, on a case by case review, whether or not on site monitoring is required. Lessee agrees to bear the reasonable expense of such monitoring by the City.

Lessee agrees to provide the City with a list of employees, agents or other individuals who will have access to the site for the purpose of the City of Spokane Police Department performing a background check on the named individuals. Lessee, by providing the name, date of birth and social security number of persons desiring access to the site, hereby consents, on behalf of the individuals, to the background check by the Police Department. The Police Department shall not release this information to members of the general public. Any employees, agents, or other individuals under the authority or control of the Lessee who have not been previously screened by the Police Department must be accompanied an employee of the City while that person is within the Site.

10. IMPROVEMENT FEES AND TAXES

Lessee shall pay all taxes and other fees or charges attributable to the Communications Facility for the use or occupancy of City property, including Washington State Leasehold Tax (if applicable).

Lessor must pay all taxes and other fees or charges attributable to the Premises (including, without limitation, debt and ground lease obligations), and Site and, if required under Lessor's ground lease obligations, the real estate of which the Premises are a portion.

11. INSURANCE

11.1. Required Insurance of Lessee

Lessee must, during the term of this Agreement and at Lessee's sole expense, obtain and keep in force, insurance coverages of the types and coverages set forth below:

11.1.1. Property insurance, including coverage for fire, extended coverage, vandalism and malicious mischief, upon each Communications Facility in an amount not less than ninety percent (90%) of the full replacement cost of the Communications Facility. Lessee's property insurance shall provide coverage for all improvements and alterations to the Premises made by Lessee.

11.1.2. Commercial General Liability in limits not less than \$5,000,000 combined single limit for each occurrence for bodily injury, personal injury and property damage liability. The CGL Insurance shall be written on the most current ISO Occurrence Form commonly available (or a substitute form

providing equivalent coverage as approved by Lessor) and shall cover liability arising from premises, operations, independent contractors, products - completed operations, personal injury (with a contractual exclusion deleted) an advertising injury and liability assumed under this contract (including the tort liability of another assumed in a business contract).

11.1.3. Workers' Compensation and Employer's Liability insurance.

11.2. Required Insurance of Lessor

Lessor must, during the term of this Agreement and at Lessor's sole expense, obtain and keep in force property insurance, including coverage for fire, extended coverage, vandalism and malicious mischief on the Site, in an amount not less than 90% of the full replacement cost of the Site (excluding, however, the Communications Facility). Coverage maybe through self-insurance, a national insurance carrier, or a combination of both. In the event at of a casualty loss, Lessor in its sole discretion will determine whether the premises will be rebuilt. Lessor, upon notice to Lessee, reserves the right in its sole discretion to modify the insurance requirements in this Lease.

11.3. Policies of Insurance

All required insurance policies must be approved by the City Risk Manager and purchased through insurers that are licensed to do business in the jurisdiction were the Premises and Sites are located. Lessee agrees that certificates of insurance will be delivered to Lessor as soon as practicable after the placing of the required insurance, but not later than the Commencement Date of a particular SLA. All policies must contain an undertaking by the insurers to notify the other party in writing not less than thirty (30) days before any material change, reduction in coverage, cancellation, or termination of the insurance which will affect coverage of the SLA.

Lessor and Lessee will each year review the limits for the insurance policies which Lessee is required to maintain under this Agreement. Policy limits will be adjusted to proper and reasonable limits as circumstances warrant, but policy limits will not be reduced below those stated above and no increases will be effective unless Lessor and Lessee mutually agree.

11.4 Additional Insured

Lessor shall be designated as an additional insured in each of Lessees insurance policies except worker's compensation and employer's liability. The policies shall identify the additional insured as follows:

The City of Spokane and its employees, agents, subcontractors, successors and assigns.

Additional insured status shall be included under the CGL policy using ISO additional insured form CG 2026 (or a substitute providing equivalent coverage as approved by Lessor).

11.5. No Limitation on Liability

The provision of insurance required in this Agreement shall not be construed to limit or otherwise affect the liability or damages payable by Lessee to Lessor.

11.6. Compliance

Neither Lessor nor Lessee will do nor permit to be done in or about the Premises, nor bring or keep or permit to be brought to the Premises, anything that:

11.6.1. is prohibited by any insurance policy carried by Lessor or Lessee covering the Site, any improvements thereon, or the Premises; or

11.6.2. will increase the existing premiums for any such policies beyond that contemplated for the addition of the Communications Facility.

Lessor acknowledges and agrees that the installation of the Communications Facility upon the Premises in accordance with the terms and conditions of this Agreement will be considered within the underwriting requirements of any of Lessor's insurers and such premiums contemplate the addition of the Communications Facility.

11.7. Release

Lessor and Lessee release each other, and their respective principals, employees, representatives and agents, from any claims for damage to any person or to the Premises, the Site and any improvements thereon to the extent the risks are insured under any insurance policies carried by the parties and in force at the time of any such damage. Each party shall cause each insurance policy obtained by it to provide that the insurance company waives all right of recovery by way of subrogation against the other party in connection with any damage covered by any policy.

12. INDEMNIFICATION

12.1. Indemnification by Lessee

Lessee must indemnify Lessor and save it harmless from and against any and all claims, actions, damages, liability and expense in connection with the loss of life, personal injury, and/or damage to property arising from or out of:

12.1.1. any occurrence in, upon or at the Premises or the Site caused by the act or omission of Lessee or Lessee's agents, customers, invitees, concessionaires, contractors, servants, vendors, materialmen or suppliers, except to the extent caused by the negligence or willful misconduct of Lessor, Lessor's agents, customers, invitees, concessionaires, contractor, servants, vendors, materialmen or suppliers;

12.1.2. any occurrence caused by the violation of any law, regulation or ordinance applicable to Lessee's actual use of or presence on the Premises or the actual use of or presence on the Premises by Lessee's agents, customers, invitees, concessionaires, contractors, servants, vendors, materialmen or suppliers; or

If Lessor is made a party to any litigation commenced by or against Lessee for any of the above reasons, then Lessee shall protect and hold Lessor harmless and pay all costs, penalties, charges, damages, and expenses incurred or paid by Lessor in accordance with this Agreement.

12.2. Indemnification by Lessor

Lessor must indemnify Lessee and save it harmless from and against any and all claims, actions, damages, liability and expense in connection with the loss of life, personal injury, and/or damage to property arising from or out of:

12.2.1. any occurrence in, upon or at the Premises or the Site caused by the act or omission of Lessor or its employees, agents, invitees, concessionaires and contractors except to the extent caused by the negligence or willful misconduct of Lessee, Lessee's agents, customers, invitees, concessionaires, contractor, servants, vendors, materialmen or suppliers;

12.2.2. any occurrence caused by the violation of any law, regulation or ordinance applicable to Lessor's actual use of or presence on the Premises or the actual use of or presence on the Premises by Lessor or its employees; or

If Lessee is made a party to any litigation commenced by or against Lessor for any of the above reasons, then Lessor shall protect and hold Lessee harmless and pay all costs, penalties, charges, damages, and expenses incurred or paid by Lessee in accordance with this Agreement.

13. ASSIGNMENT

13.1. By Lessee

Lessee, upon prior written notice to Lessor, has the right, without the necessity of obtaining Lessor's consent to assign this Agreement, either in whole or in part, together with Lessee's rights in all SLAs (whether by absolute assignment or collateral assignment), to:

13.1.1. any affiliate, partnership or subsidiary of Lessee; to any partnership, venture, or new corporation formed by Lessee (collectively "Permitted Transferees"); and to any other party upon receipt of written consent by Lessor.

Lessee's assignment shall not fully release Lessee from obligation or liability under the terms of this Lease or the respective SLA unless such assignment is consented to by Lessor.

13.2. By Lessor

Lessor may make any sale, lease, license or transfer of any Site, provided such sale, lease, license or transfer is subject to the terms and conditions of this Agreement and the applicable SLA.

14. REPAIRS

14.1. Lessee's Obligation

Lessee must, at all times during the term of any particular SLA, at Lessee's sole cost and expense, keep and maintain the Communications Facility located by Lessee upon the Premises in a structurally safe and sound condition and in good repair.

If Lessee does not make such repairs within thirty (30) days after receipt of notice from Lessor requesting such repairs and such repairs are required, then Lessor may, at Lessor's option, make the repairs. Lessee shall pay Lessor on demand Lessor's actual costs in making the repairs, plus Lessor's actual overhead.

If Lessee commences to make repairs within thirty (30) days after any written notice from Lessor requesting such repairs and thereafter continuously and diligently pursues and completes such repair, then the thirty (30) day cure period will extend for an additional sixty (60) days to permit Lessee to complete such repairs.

If emergency repairs are needed to protect persons, or property, or to allow the use of the Premises, Lessee must immediately correct the safety or use problem, even if a full repair cannot be made at that time or Lessor may make such repairs at Lessee's expense.

14.2. Lessor's Obligation

Lessor must, at all times during the term of any SLA and at Lessor's sole cost and expense, keep and maintain the Site and any improvements located thereon in a structurally sound and safe condition.

If Lessee is unable to use the Communications Facility because of repairs required on the Premises, then Lessee may, at its sole expense, immediately erect on the Premises or an unused portion of the Site a temporary Communications Facility, including any supporting structure, while Lessor makes repairs to the Premises.

15. CASUALTY OR CONDEMNATION

15.1. Casualty

If there is a casualty or loss to any structure upon which a Communications Facility is located. Lessor and Lessee agree to cooperate and coordinate efforts towards bringing Lessee's Communication Facility on-line, either at the same Premises or another suitable City location. Specifically, Lessee may immediately erect on the Premises or an unused portion of the Site a temporary Communications Facility, including any supporting structure for up to six (6) months, while Lessor repairs, restores, abandons, or demolishes the Premises. If Lessor elects to repair or restore the Premises, Lessee, at its sole expense, is entitled to reinstall Lessee's Communications Facility on the structure upon the completion of said repair or restoration.

In the event such repairs or restoration will reasonably require more than sixty (60) days to complete, Lessee is entitled to terminate the applicable SLA upon thirty (30) days prior written notice and without recourse against Lessor, subject to its right to seek indemnification under paragraph 12.2 of this agreement. In the event Lessor decides to abandon, demolish, or not repair the facility, Lessee is entitled to maintain a temporary Communications Facility, including any supporting structure on the Premises for up to six (6) months from the date of Lessor's notice of such intent to abandon, demolish, or not repair the facility. If Lessor decides to abandon, demolish, or not repair the structure, the lease on that specific SLA shall terminate on the date that Lessee removes its Communications Facility, subject to its right to seek indemnification under paragraph 12.2 of this agreement, from City property, or six (6) months from date of notice, whichever comes first. Lessee shall not be entitled to damages against the Lessor, but any prepaid rent shall be returned on a pro-rata basis. Rent will be abated on a pro-rata basis for any time in which Lessee's use of the facility is prevented due to the casualty.

15.2. Condemnation

If there is a condemnation of the Site, including without limitation a transfer of the Site by consensual deed in lieu of condemnation, then the SLA for the condemned Site will terminate upon transfer of title to the condemning authority, without further obligation, liability or payment of damages to either party under this Agreement. Lessee is entitled to pursue a separate condemnation award for the Communications Facility from the condemning authority.

16. SURRENDER OF PREMISES; HOLDING OVER

Upon the expiration or other termination of a SLA for any cause whatsoever, Lessee must peacefully vacate and leave the applicable Premises in as good order and condition as the same were at the beginning of the applicable SLA, except for reasonable use, wear and tear, casualty and condemnation. Lessee has the absolute right to remove its Communications Facility. Lessee will repair any damage caused during the removal of the Communications Facility.

If Lessee continues to hold any Premises after the termination of the applicable SLA, whether the termination occurs by lapse of time or otherwise, such holding over will, unless otherwise agreed to by Lessor in writing, constitute and be construed as a month-to-month tenancy with a monthly Lease Fee equal to 1/12th of 125% of the Fee for such SLA payable to Lessor with such continued use and occupancy subject to all of the terms set forth in this Agreement.

17. DEFAULT AND REMEDIES

17.1. Lessee's Events of Default

The occurrence of any one or more of the following events constitutes an "event of default" by Lessee under the applicable SLA:

17.1.1. Failure to pay any Fee or other sums payable by Lessee for the applicable Premises within ten (10) business days of the due date or upon receipt of Lessor's written request for payment;

17.1.2. Failure to perform or observe any other term of the applicable SLA, including terms and conditions applicable thereto contained in this Agreement, and such failure continues for more than thirty (30) days after written notice from Lessor; except such thirty (30) day cure period will be extended as reasonably necessary to permit Lessee to complete cure so long as Lessee commences cure within such thirty (30) day cure period and thereafter continuously and diligently pursues and completes such cure;

17.1.3. The filing of a petition by or against Lessee, under any section or chapter of the present or any future federal Bankruptcy Code or under any similar law or statute of the United States or any state thereof (and with respect to any petition filed against Lessee, such petition is not dismissed within ninety (90) days after the filing thereof), or Lessee is adjudged bankrupt or insolvent in proceedings filed under any section or chapter of the present or any future federal Bankruptcy Code or under any similar law or statute of the United States or any state thereof;

17.1.4. The appointment of a receiver, custodian, or trustee for Lessee's or for any of the assets of Lessee and such appointment is not vacated within sixty (60) days of the date of the appointment; or

17.1.5. if Lessee becomes insolvent or makes a transfer in fraud of creditors.

17.2. Lessee's Default

If an event of default occurs, if appropriate, and the period for cure has expired Lessor (without notice or demand except as expressly required above) may terminate the applicable SLA, in which event Lessee will immediately surrender the applicable Premises to Lessor. Lessee shall be liable for damages including:

17.2.1. the actual costs of recovering and removing Lessee's property from the Premises;

17.2.2. the Fee earned as of the date of termination, plus interest thereon at the Past Due Interest Rate from the date due until paid;

17.2.3. the Fee and other benefits that Lessor would have received under the applicable SLA for the remainder of the term under the applicable SLA discounted to present value as of the date of termination; and

17.2.4. all other sums of money and damages awarded by a court of competent jurisdiction or arbitrator to Lessor.

17.2.5. If at any time during this Agreement any of the events set forth in 17.2.1., 17.2.2. or 17.2.3. have previously occurred with respect to 25% or more of the SLAs, Lessor, at Lessor's sole option, is entitled to terminate this Agreement (and the remaining SLA's) upon thirty (30) days prior written notice to Lessee. Lessor may elect any one or more of the foregoing remedies with respect to any particular SLA, but only if the Lessee is in default with respect to that SLA.

17.3. Lessor's Default

If Lessor is in breach of any representation, warranty or agreement set forth in this Agreement; or if Lessor fails to perform or observe any other term of the applicable SLA, including terms and conditions applicable thereto contained in this Agreement, and such failure continues for more than thirty (30) days after written notice from Lessee; except such thirty (30) day cure period will be extended as reasonably necessary to permit Lessor to complete cure so long as Lessor commences cure within such thirty (30) day cure period and thereafter continuously and diligently pursues and completes such cure;

Lessee may, in addition to any other remedy available at law or in equity, at Lessee's option upon written notice, terminate the applicable SLA.

Lessee may elect any one or more of the foregoing remedies with respect to any particular SLA. Neither party may sue for or obtain consequential damages resulting from the other party's default or breach of this agreement. Lessee's monetary damages shall be limited to the fees payable to Lessor under this agreement.

17.4 Duty to mitigate damages

Lessee and Lessor shall endeavor in good faith to mitigate damages arising under this Agreement and any SLA.

18. COVENANT OF QUIET ENJOYMENT

Lessor covenants and warrants that Lessee or any Permitted Transferees or other transferees approved by Lessor upon the payment of Fees and performance of all the terms, covenants and conditions under this Agreement, will have, hold and enjoy each Premises leased under a SLA during the term of the applicable SLA or any renewal or extension ' thereof. Lessor will take no action not expressly permitted under the terms of this Agreement that will interfere with Lessee's intended use of the Premises nor will Lessor fail to take any action or perform any obligation necessary to fulfill Lessor's aforesaid covenant of quiet enjoyment in favor of Lessee.

19. COVENANTS AND WARRANTIES

19.1. Lessor

Lessor warrants, with respect to each particular SLA that:

19.1.1. Lessor owns good marketable fee simple title, has a good and marketable leasehold interest, or has a valid license, in the land on which the Site and Premises are located and has rights of access thereto;

19.1.2. Lessor will not permit or suffer the future installation of any other improvement or equipment (including, without limitation, transmission or reception devices) upon the land of which any Site or Premises is a portion if such improvement or equipment materially interferes with transmission or reception by Lessee's Communications Facility in any manner whatsoever. It shall not be a material interference for Lessor to install an improvement or equipment on the Premises which is necessary to protect the public health and safety even if such equipment interferes with Lessee's use of the Premises. Lessor is under no obligation to modify or remove its existing equipment for Lessee's use of the Premises or Site. If such interference is not terminated in 72 hours after written notice from Lessee, Lessee may pursue its remedies in 17.3; and

19.1.3. The Premises are to the best of the knowledge of Lessor not contaminated by any Environmental Hazards (as defined in Section 21).

19.2. Mutual

Each party represents and warrants to the other party that:

19.2.1. it has full right, power and authority to make this Agreement and to enter into the SLAs;

19.2.2. the making of this Agreement and the performance thereof will not violate any laws, ordinance, restrictive covenants, or other agreements under which such party is bound;

19.2.3. as of the date of this Agreement, that such party is a duly organized and is an existing corporation or limited partnership;

19.2.4. the party is qualified to do business in any state in which the Premises and Sites are located; and

19.2.5. all persons signing on behalf of such party were authorized to do so by appropriate corporate or partnership action.

19.3. No Brokers

Lessee and Lessor represent to each other that neither has an obligation to pay a fee or commission to any real estate brokers or agents in connection with this Agreement. This clause is not applicable to the SLAs.

20. DISPUTE RESOLUTION

20.1. General

Except as provided otherwise in this Agreement, any controversy between the parties rising out of this Agreement or any SLA, or breach thereof; is subject to the mediation process described below. If not resolved by mediation, then the matter must be submitted to the American Arbitration Association ("AAA") for arbitration before a sole arbitrator in Spokane, Washington.

20.2. Procedure

A meeting will be held promptly between the parties to attempt in good faith to negotiate a resolution of the dispute. The meeting will be attended by individuals with decision making authority regarding the dispute. If within thirty (30) days after such meeting the parties have not succeeded in resolving the dispute, they will, within thirty (30) days thereafter submit the dispute to a mutually acceptable third-party mediator who is acquainted with dispute resolution methods. Lessor and Lessee will participate in good faith in the mediation and the mediation process. The mediation shall be nonbinding. If the dispute is not resolved by mediation either party may initiate an arbitration with the AAA, and the dispute shall be resolved by binding arbitration under the rules and administration of the AAA, and judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. Neither party is entitled to seek or recover punitive damages in considering or fixing any award under these proceedings.

20.3. Costs

The costs of mediation and arbitration, including any mediator's fees, AAA administration fee, the arbitrators fee, and costs for the use of facilities during the hearings, shall be borne equally by the parties. Each party's other fees, costs and expenses will be borne by the party incurring them.

21. ENVIRONMENTAL MATTERS

Lessor represents and warrants that to the best of Lessor's knowledge there are no Environmental Hazards on any Site. Nothing in this Agreement or in any SLA will be construed or interpreted to require that Lessee remediate any Environmental Hazards located at any Site unless Lessee or Lessee's officers, employees, agents, or contractors placed the Environmental Hazards on the Site. To the extent Lessee is a named party to any MTCA (RCW chapter 70.105D) or CIRCLA (42 U.S.C. Sec. 9601, et seq.) litigation and City receives notice of such suit within 30 days of service upon Lessee, Lessor holds Lessee harmless of any claim or clean up/restoration costs for which Lessee is held responsible that is associated with the disposal or migration of environmental hazards onto the site by any source other than the Lessee.

Lessee will not bring to, transport across or dispose of any Environmental Hazards on the Premises or Site without Lessor's prior written approval. which approval shall not be unduly withheld except Lessee may keep on the Premises substances used in back up power units (such as batteries and diesel generators) commonly used in the wireless telecommunications industry. Lessee's use of any approved substances constituting Environmental Hazards must comply with all Applicable laws, ordinances, and regulations governing such use.

The term "Environmental Hazards" means hazardous substances, hazardous wastes, pollutants, asbestos, polychlorinated biphenyl (PCB), petroleum or other fuels (including crude oil or any fraction or derivative thereof) and underground storage tanks. The term "hazardous substances" shall be as defined in the Model Toxic Control Act and Comprehensive Environmental Response, Compensation, and Liability Act, and any regulations promulgated pursuant thereto. The term "pollutants" shall be as defined in the Clean Water Act, and any regulations promulgated pursuant thereto. This Section provision shall survive termination of the Agreement and any particular SLA.

22. SUBORDINATION

22.1. Agreement

Lessee agrees that this Agreement and each SLA is subject and subordinate at all times to the lien of all mortgages and deeds of trust securing any amount or amounts whatsoever which may now exist or hereafter be placed on or against the Premises or on or against Lessor's interest or estate therein, and any underlying ground lease or master lease on a particular Site. This subordination shall arise without the necessity of having further instruments executed by Lessee to effect such subordination, but, with respect to any such liens or leases which arise following execution of this Agreement, only upon the condition that any such mortgagee, beneficiary, trustee or ground lessor expressly agrees not to disturb the rights of Lessee under this Agreement and each SLA.

22.2. SLA

Each SLA is subject to any restrictions or other terms or conditions contained in the underlying ground lease or master lease ("Ground Lease"). Lessee agrees to commit no act or omission which would constitute a default under any Ground Lease that Lessor has provided a copy of to Lessee. Lessor shall provide Lessee with a complete copy of the Ground Lease and all amendments thereto prior to the execution by lessee of the particular SLA.

Lessee is not required to obtain any consent from the landlord under such Ground Lease in order for Lessee to construct, operate, maintain or access the Communications Facility, unless expressly set forth in the applicable SLA.

If a particular restriction contained in a Ground Lease prevents Lessee from the construction, operation or maintenance of or access to the Communications Facility, Lessee is entitled to terminate the applicable SLA unless Lessee has notice of the same.

Upon the expiration or termination of any Ground Lease, underlying lease or license with respect to a particular Site, the SLA relating to such Site automatically terminates without further liability to either party. Lessee acknowledges that many of Lessor's underlying leases or licenses may grant to the property owner the right to terminate such underlying leases or licenses on the Site, and that in the event of such termination, the SLA with respect to such Site shall terminate concurrently therewith.

Lessor agrees that Lessor will not breach the terms or conditions of any Ground Lease in a manner that affects Lessee's use of the Premises.

23. GENERAL PROVISIONS

23.1. Entire Agreement

This Agreement and each SLA constitutes the entire agreement and understanding between the parties, and supersedes all offers, negotiations and other agreements concerning the subject matter contained in this Agreement. Any amendments to this Agreement or any SLA must be in writing and executed by both parties.

23.2. Severability

If any provision of this Agreement or any SLA is invalid or unenforceable with respect to any party, the remainder of this Agreement, the applicable SLA or the application of such provision to persons other than those as to whom it is held invalid or unenforceable, is not to be affected and each provision of this Agreement or the applicable SLA is valid and enforceable to the fullest extent permitted by law.

23.3. Binding Effect

This Agreement and each SLA will be binding on and inure to the benefit of the respective parties' successors and permitted assignees.

23.4. Captions

The captions of this Agreement are inserted for convenience only and are not to be construed as part of this Agreement or the applicable SLA or in any way limiting the scope or intent of its provision.

23.5. No Waiver

No provision of this Agreement or a SLA will be deemed to have been waived by either party unless the waiver is in writing and signed by the party against whom enforcement is attempted. No custom or practice which may develop between the parties in the administration of the terms of this Agreement or any SLA is to be construed to waive or lessen any party's right to insist upon strict performance of the terms of this Agreement or any SLA. The rights granted in this Agreement and under each SLA is cumulative of every other right or remedy that the enforcing party may otherwise have at law or in equity or by statute and the exercise of one or more rights or remedies will not prejudice or impair the concurrent or subsequent exercise of other rights or remedies.

The parties acknowledge and agree that they have been represented by counsel and that each of the parties has participated in the drafting of this Agreement and each SLA. Accordingly, it is the intention and agreement of the parties that the language, terms and conditions of this Agreement and each SLA are not to be construed in any way against or in favor of any party hereto by reason of the responsibilities in connection with the preparation of this Agreement or each SLA.

23.6. Notice

Any notice or demand required to be given in this Agreement shall be made by certified or registered mail, return receipt requested or reliable overnight courier to the address of other parties set forth below:

**Lessor: City of Spokane Real Estate Manager
West 808 Spokane Falls Blvd.
Spokane, WA 99201**

**Lessee: AT&T Wireless Services
617 East Lake Ave E.
Seattle, WA 98109
Attn: Real Estate Manager**

with a copy to : **John R. McDonough, Senior Regional Counsel
AT&T Wireless Service, Inc. Legal Dept./ Landuse Group
2729 Prospect Park Drive
Rancho Cordova, California, 95760
Telephone 888-382-9415**

Any such notice is deemed received one (1) business day following deposit with a reliable overnight courier or five (5) business days following deposit in the United States mails addressed as required above. Lessor or Lessee may from time to time designate any other address for this purpose by written notice to the other party.

23.7. Governing Law

This Agreement and each SLA is governed by the laws of the State of Washington. Notwithstanding the foregoing, in the event of a dispute over a particular Site or Premises, the laws of the state where the Site and Premise are located shall govern.

23.8. No Liens

Each Communications Facility and related property located upon any Premises by Lessee pursuant to the terms of this Agreement and the applicable SLAs will at all times be and remain the property of Lessee and will not be subject to any lien or encumbrance created or suffered by Lessor. Lessee has the right to make such public filings as it deems necessary or desirable to evidence Lessee's ownership of the Communications Facility. Lessor waives all Lessor's or landlord's lien on any property of Lessee (whether created by statute or otherwise). Notwithstanding the foregoing, in the event of termination or expiration of a SLA, if all of the Communications Facility located on the Premises is not removed within thirty (30) days following such termination or expiration, such equipment remaining shall be deemed abandoned and Lessor's waiver of lien shall thereafter be void and of no further force and effect.

23.9. Force Majeure

If a party is delayed or hindered in, or prevented from the performance required under this Agreement (except for payment of monetary obligations) by reason of earthquakes, landslides, strikes, lockouts, labor troubles, failure of power, riots, insurrection, war, acts of God or other reason of like nature not the fault of the party delayed in performing work or doing acts, such party is excused from such performance for the period of delay. The period for the performance of any such act shall then be extended for the period of such delay.

23.10. Time is of the Essence

Time is of the essence with respect to each SLA.

24. COST SHARING ON TOWER OR MONOPOLES ON CITY PROPERTY

Lessee acknowledges its understanding that Lessor has adopted a policy of encouraging the collocation of communication facilities on towers and monopoles within the City of Spokane, Washington. Lessee agrees that if Lessee constructs a communications tower or monopoles on any City property, the tower or monopole will be constructed to accommodate equipment of up to two additional potential users; provided that such equipment is substantially similar in size and weight to that utilized by Lessee. Upon completion of construction, Lessee shall provide the City with a certified statement by an accountant that sets forth the actual design, construction and development cost of the communications tower or monopole. Lessee shall be entitled to charge each subsequent user its pro rata share of the design, construction and development costs plus an annual administration fee. The annual administration fee is for Site management and shall not exceed twenty percent of the total cost of the communications tower or monopole plus a fair pro rata share of maintenance expenses to be approved by the City.

A potential user will be entitled to install communication equipment on the tower or monopole constructed by Lessee when it has entered into a ground lease agreement with the Lessor (City) and a tower agreement with the Lessee. Lessor shall charge rent in an amount similar to that reflected on Exhibit "B" for a grade "B" Site. Lessee's tower agreement with the potential user shall be approved by the City prior to the potential user locating any equipment on City property or the communications tower or monopole. The City shall not unreasonably withhold condition or delay said approval.

All potential users are required to install wireless facilities according to EIA/TIA (Engineering Institute of American & Telecommunication Institute of America), IEEE (Institute of Electrical & Electronic Engineers), UBC (Universal Building Codes), FCC (Federal Communications Commission) and other applicable industry standards, including but not limited to, antenna separation. Users are also required to be licensed.

25. RADIO FREQUENCIES & SITE STANDARDS

Lessor retains the right to approve any installation, construction or additions prior to the work taking place at the Site. This does not preclude Lessee from making an item for item replacement of existing equipment with new equipment which performs the same function and meets or exceeds the same technical requirements of the existing equipment. All of Lessee's equipment shall meet or exceed "Inland Empire Cooperative Interference Committee" Minimum Site Standards for Radio Communications dated 5-9-1989, a copy of which is attached to this agreement as Exhibit "C".

In the event that the Federal Communications Commission ("FCC") requires the removal of Lessee's equipment used at the Site because the FCC determines that such equipment creates a health risk due to excessive electromagnetic radiation, Lessee shall (a) promptly remove all such equipment from the Site in accordance with FCC requirements; and (b) indemnify, defend and hold the City harmless from all claims, liability, penalties, costs or other damages incurred by the City as a result of any such electromagnetic radiation emitted from Lessee's equipment that causes personal or property injury.

Lessee shall upon the written request of Lessor conduct a study and/or monitor, at intervals to be agreed by the parties, the nonionizing radiation and radio frequency emissions from the Communication Facility to ensure operation in compliance with FCC guidelines and standards and the Washington General Occupational Health Standards. Any study or monitoring shall be: (1) performed under the supervision of a RF Engineer using the best available scientific information and (2) made available to the City for review and comment. Upon the request of the City, Lessee shall make available personal RF monitors for City employees, agents and contractors who work at a Site or location where exposure to electromagnetic radiation is likely to occur. Lessee shall at the Site post all appropriate signage warning of radio frequency and electromagnetic radiation.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

SPOKANE CELLULAR TELEPHONE COMPANY d/b/a AT&T WIRELESS SERVICES

By: _____

Name: **Loués R. Levy**

Title: **SYSTEM DEVELOPMENT MANAGER**

CITY OF SPOKANE,
a Municipal Corporation of the State
Washington. Fed. Tax 91-001280

By: _____

City Manager

Attest: _____

City Clerk

Approved as to form: _____

Assistant City Attorney

Approved: _____

Real Estate Manager

Aaling

LESSEE ACKNOWLEDGMENT

STATE OF WASHINGTON :
COUNTY OF KING : ss.

Personally appeared before me, the undersigned, a Notary Public in and for the State and County aforesaid, LOUISE LEVY, with whom I am personally acquainted, (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged him/herself to be the SYSTEM DEVELOPMENT MANAGER of Spokane Cellular Telephone Company, a Washington D. C. partnership, d/b/a/ AT&T Wireless Services, and that in such capacity he/she executed the foregoing instrument for the purpose therein contained, by signing the name of the partnership.

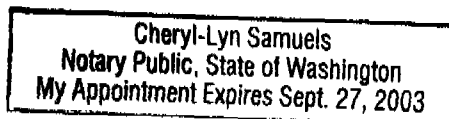
Witness my hand and seal of office this 24TH day of July, 2000.

NOTARY PUBLIC

Cheryl-Lyn Samuels

My Commission Expires: 9-27-03

(NOTARIAL SEAL)



LESSOR ACKNOWLEDGMENT

STATE OF WASHINGTON :
COUNTY OF SPOKANE : ss.

Personally appeared before me, the undersigned, a Notary Public in and for the State and County aforesaid, Hank Miggins and Terri Pfister, with whom I am personally acquainted, (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged themselves to be the City Manager and City Clerk of the CITY OF SPOKANE, a municipal corporation of the State of Washington, and that in such capacities they executed the foregoing instrument for the purpose therein contained, by signing the name of the corporation.

Witness my hand and seal of office this 21st day of August, 2000.

(NOTARIAL SEAL)

OFFICIAL SEAL
CONNIE J. KENSOK
NOTARY PUBLIC - STATE OF WASHINGTON
COUNTY OF SPOKANE

NOTARY PUBLIC

My Commission Expires:

Connie J. Kensok

EXHIBIT "A"
SITE LEASE ACKNOWLEDGMENT

This Site Lease Acknowledgment is made to the Master Lease Agreement between the City of Spokane and _____ dated 2000, a copy of which is attached hereto as Exhibit _____ and its terms incorporated herein. Capitalized terms used in this SLA have the same meaning as such terms in the Master Lease Agreement unless otherwise indicated.

1. Site Name and Number:
2. Site Address:
3. Site Legal Description: See Exhibit 1.
4. Site Latitude and Longitude:
5. Commencement Date:
6. Fees:
7. Term:
8. Renewal Options:
9. _____ The Site is owned by Lessor.
_____ The Site is leased by Lessor. A copy of the prime lease and the owner's consent are attached to this SLA.
10. Lessor contact for emergencies:
11. Lessee contact for emergencies:
12. Description of Communications Facility: Exhibit 2
13. Special provisions:
- 14.

**Spokane Cellular Telephone Company,
a Washington D.C. partnership, d/b/a
AT&T Wireless Services**

By: _____

Name: **Loues R. Levy**

Title: **System Development Manager**

City of Spokane, a Municipal Corporation
of the State of Washington

Fed. Tax ID #91-001280

By: _____
City Manager

Attest: _____
City Clerk

Approved as to form:

Assistant City Attorney

Approved:

EXHIBIT "B"
FEE SCHEDULE

RENT: Upon the Commencement Date, _____ shall pay the City, monthly rent in the sum of SEVEN HUNDRED SEVENTEEN DOLLARS AND NO/100 (\$717) for a Grade "A" Site, and FIVE HUNDRED SIXTY SEVEN DOLLARS AND NO/100 (\$567) for a Grade "B" Site, (hereinafter referred to as "rent"). Definitions of Grade "A" and Grade "B" Sites are described below. In addition, rent shall be increased each year, on the anniversary date of the Commencement Date of the Site Lease Acknowledgment (SLA) by a percentage equal to the percentage increase in the Consumer Price Index for the Seattle Everett Metropolitan Statistical Area. However, rent shall not increase more than nine percent (9%) per annum of the rent paid over the preceding year, nor shall rent increase less than three percent (3%) per annum over the previous year. The City shall be responsible for communicating the amount of the rental adjustment to _____, with a thirty (30) day written advance notice, and shall provide _____ with documentation pertaining to the calculated adjustment. This method of calculating rent increases shall apply to each successive renewal term.

Grade "A" Site: is defined as a collocation attachment on an existing City, structure with minimal construction required by _____ or its contractors to build wireless facilities.

Grade "B" Site: is defined as a City owned raw land site for the construction of a monopole or tower, or a collocation Site that requires moderate or extensive modification or construction to accommodate _____ wireless facilities.

The determination of a Site being Grade "A" or Grade "B" shall be mutually agreed upon between _____ and the City, and shall be noted on the appropriate Site Lease Acknowledgment (SLA). When the Grade of a Site is established, it shall not change during the Initial Term or additional renewal option terms.

MASTER LEASE AGREEMENT

Table of Contents

	<u>Page</u>
Recitals	1
1. Master Lease Agreement	1
2. Site Lease	1
3. Use	2
4. Term	2
5. Termination	3
5.1 By Lessor	3
5.2 By Lessee	3
5.2.1 By Lessee	3
5.2.2 By Lessee	3
5.2.3 By Lessee	3
6. Fees	3
6.1 Fee	3
6.2 Adjustment	4
6.3 Late Fee	4
6.4 Other Amounts	4
7. Improvements and Construction	4
7.1 Approved Communications Facility	4
7.1.1 Approved Communications Facility	4
7.1.2 Approved Communications Facility	4
7.1.3 Approved Communications Facility	4
7.1.4 Approved Communications Facility	5
7.1.5 Approved Communications Facility	5
7.1.6 Approved Communications Facility	5
7.2 Liens	5
7.3 Possession	5
7.3.1 Possession	5
7.3.2 Possession	5
7.3.3 Possession	6
7.3.3.1 Possession	6
7.3.3.2 Possession	6

7.3.3.4 Possession	6	
8. Utilities		6
8.1 Utilities	6	
9. Access		6
10. Improvement Fees and Taxes		7
11. Insurance	8	
11.1. Required Insurance of Lessee		8
11.1.1 Required Insurance of Lessee		8
11.1.2 Required Insurance of Lessee		8
11.1.3 Required Insurance of Lessee		8
11.2 Required Insurance of Lessor		8
11.3 Policies of Insurance		8
11.4 Additional Insured		9
11.5 No Limitation on Liability		9
11.6 Compliance		9
11.6.1 Compliance		9
11.6.2 Compliance		9
11.7 Release		10
12. Indemnification		10
12.1 Indemnification by Lessee		10
12.1.1 Indemnification by Lessee		10
12.1.2 Indemnification by Lessee		10
12.2 Indemnification by Lessor		10
12.2.1 Indemnification by Lessor		10
12.2.2 Indemnification by Lessor		11
13. Assignment		11
13.1 By Lessee		11
13.1.1 By Lessee		11
13.2 By Lessor		11
14. Repairs		11
14.1 Lessee's Obligation		11
14.2 Lessor's Obligation		12
15. Casualty or Condemnation	12	
15.1 Casualty		12
15.2 Condemnation	13	
16. Surrender of Premises; Holding Over		13

17. Default and Remedies	14
17.1 Lessee's Events and Default	14
17.1.1 Lessee's Events of Default	14
17.1.2 Lessee's Events of Default	14
17.1.2 Lessee's Events of Default	14
17.1.3 Lessee's Events of Default	14
17.1.4 Lessee's Events of Default	14
17.2 Lessee's Default	14
17.2.1 Lessee's Default	14
17.2.2 Lessee's Default	15
17.2.3 Lessee's Default	15
17.2.4 Lessee's Default	15
17.2.3 Lessee's Default	15
17.2.4 Lessee's Default	15
17.2.5 Lessee's Default	15
17.3 Lessor's Default	15
17.4 Duty to mitigate damages	15
18. Covenant of Quiet Enjoyment	16
19 Covenants and Warranties	16
19.1 Lessor	16
19.1.2 Lessor	16
19.1.3 Lessor	16
19.2 Mutual	16
19.2.1 Mutual	16
19.2.2 Mutual	17
19.2.3 Mutual	17
19.2.4 Mutual	17
19.2.5 Mutual	17
19.3 No Brokers	17
20. Dispute Resolution	17
20.1 General	17
20.2 Procedure	17
20.3 Costs	18
21. Environmental Matters	18
22. Subordination	18
22.1 Agreement	18

MARSH USA INC.

CERTIFICATE OF INSURANCE

CERTIFICATE NUMBER
NYC-001074017-00PRODUCER
Marsh USA Inc.
1166 Avenue of The Americas
New York, NY 10036-2774THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS
NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE
POLICY. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE
AFFORDED BY THE POLICIES DESCRIBED HEREIN.

COMPANIES AFFORDING COVERAGE

COMPANY

A LUMBERMANS MUTUAL CASUALTY COMPANY

COMPANY

B ARBELLA MUTUAL INSURANCE COMPANY

COMPANY

C AMERICAN PROTECTION INSURANCE COMPANY

COMPANY

D NATIONAL UNION FIRE INSURANCE CO (PA)

105408-GENER-ALL-00-01

RECEIVED

JUL 18 2001

CITY CLERK'S OFFICE
SPOKANE, WAINSURED
AT&T WIRELESS SERVICES, INC.
295 NORTH MAPLE AVENUE
ROOM NO. 7149L1
BASKING RIDGE, NJ 07920

COVERAGES

This certificate supersedes and replaces any previously issued certificate for the policy period noted below.

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

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY	5AA 045 565-00	07/09/01	07/09/02	GENERAL AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG \$ 2,500,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV INJURY \$ 2,500,000
	OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 2,500,000
					FIRE DAMAGE (Any one fire) \$
					MED EXP (Any one person) \$
A	AUTOMOBILE LIABILITY	5FD 008445-00 A/O	07/09/01	07/09/02	COMBINED SINGLE LIMIT \$ 2,500,000
A	<input checked="" type="checkbox"/> ANY AUTO	5FD 008446-00 HI	07/09/01	07/09/02	
A	<input type="checkbox"/> ALL OWNED AUTOS	5FD 008447-00 TX	07/09/01	07/09/02	BODILY INJURY (Per person) \$
B	<input type="checkbox"/> SCHEDULED AUTOS	X3P 084836-00 MA	07/09/01	07/09/02	BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE \$
	<input type="checkbox"/> NON-OWNED AUTOS				
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY: \$
					EACH ACCIDENT \$
					AGGREGATE \$
D	EXCESS LIABILITY	BE 871 35 60	07/09/01	07/09/02	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> UMBRELLA FORM				AGGREGATE \$ 1,000,000
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM				\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	5BR 083 549-00 A/O	07/09/01	07/09/02	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
C		5BR 083 550-00 WI	07/09/01	07/09/02	EL EACH ACCIDENT \$ 2,500,000
C	THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL	5BR 083 551-00 AZ, LA	07/09/01	07/09/02	EL DISEASE-POLICY LIMIT \$ 2,500,000
	OTHER				EL DISEASE-EACH EMPLOYEE \$ 2,500,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS (LIMITS MAY BE SUBJECT TO DEDUCTIBLES OR RETENTIONS)

The Certificate Holder is added as an Additional Insured as required by written contract or lease agreement.

CERTIFICATE HOLDER

CITY OF SPOKANE
ATTN: MARILYN SIMON
914 EAST NORTH FOOTHILLS DR.
SPOKANE, WA 99201-3303

CANCELLATION

SHOULD ANY OF THE POLICIES DESCRIBED HEREIN BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF,
THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE
CERTIFICATE HOLDER NAMED HEREIN, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR
LIABILITY OF ANY KIND UPON THE INSURER AFFORDING COVERAGE, ITS AGENTS OR REPRESENTATIVES.

MARSH USA INC.

BY: Joan Latham

Joan Latham

MM1(9/99)

VALID AS OF: 07/09/01

Marsh USA Inc.
The Financial Center
1215 Fourth Avenue, Suite 2300
Seattle, WA 98161
Telephone: 206 - 613 - 2562
Facsimile: 206 - 613 - 2636

MARSH
An **MMC** Company

IMPORTANT PLEASE READ!

DATE: JULY 9, 2001
TO: TO WHOM IT MAY CONCERN:
FROM: MARSH USA INC.
SUBJECT: AT&T WIRELESS SERVICES, INC. CERTIFICATE OF INSURANCE

RECEIVED

JUL 18 2001

CITY CLERK'S OFFICE
SPOKANE, WA

ATTACHED PLEASE FIND AN ORIGINAL CERTIFICATE OF INSURANCE. THIS CERTIFICATE REPLACES ANY CERTIFICATE PREVIOUSLY ISSUED. SHOULD YOU REQUIRE ANY CHANGES, FAX THE ATTACHED CERTIFICATE ALONG WITH THE NECESSARY CHANGES. IF THIS CERTIFICATE OF INSURANCE IS NO LONGER REQUIRED, WRITE DELETE ON THE FRONT OF THE ATTACHED CERTIFICATE AND FAX IT TO OUR ATTENTION. PLEASE FAX YOUR REQUESTS TO:

MS. ROXIE RUSSELL
MARSH USA INC.
THE FINANCIAL CENTER
1215 FOURTH AVENUE, SUITE 2300
SEATTLE, WA 98161
TELEPHONE: 206 - 613 - 2562
FACSIMILE: 206 - 613 - 2636

SHOULD YOU HAVE ANY QUESTIONS OR REQUIRE ANYTHING FURTHER, PLEASE FEEL FREE TO CONTACT US AT (206) 613 - 2562.

THANK YOU FOR YOUR ASSISTANCE

< Business Lookup

License Information:

[New search](#) [Back to results](#)**Entity name:** NEW CINGULAR WIRELESS PCS, LLC**Business name:** AT&T MOBILITY**Entity type:** [Limited Liability Company](#)**UBI #:** 601-986-747**Business ID:** 001**Location ID:** 0025**Location:** Active**Location address:** 6117 N DIVISION ST
SPOKANE WA 99208-1025**Mailing address:** 1010 N SAINT MARYS ST
FL 15
SAN ANTONIO TX 78215-2109**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
Spokane General Business	T12051403BUS			Active	Mar-31-2023	Oct-15-2012

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

Governing people	Title
AT&T MOBILITY CORPORATION	
NEW CINGULAR WIRELESS PCS, LLC	

Registered Trade Names

Registered trade names	Status	First issued
AT&T MOBILITY	Active	Nov-14-2018
AT&T MOBILITY	Active	May-29-2019
AT&T MOBILITY.	Active	Oct-23-2018
AT&T PREPAID WIRELESS	Active	Jul-26-2000
CINGULAR WIRELESS	Active	Jun-30-2005

[View Additional Locations](#)

Contact us

How are we doing?

Take our survey!

Don't see what you expected?

Check if your browser is supported





Agenda Sheet for City Council Meeting of: 06/13/2022

Date Rec'd	5/31/2022
Clerk's File #	OPR 2022-0428
Renews #	

Submitting Dept	PUBLIC WORKS	Cross Ref #	
Contact Name/Phone	MARLENE FEIST 625-6505	Project #	2017108
Contact E-Mail	MFEIST@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	
Agenda Item Name	5200 – HIGH SYSTEM TANK EASEMENT WITH SPOKANE SCHOOL DISTRICT 81		

Agenda Wording

Water Reservoir Easement and Temporary Permit to Enter Easement with Spokane School District #81 for non-exclusive easement over a portion of Hamblen Elementary to build and maintain an additional High System Tank. (Southgate Neighborhood Council)

Summary (Background)

The City needs to site a new water tank in the High System Pressure Zone. In recent months, the City has been working with Spokane Public Schools on the possibility of placing the tank on a portion of the Hamblen Elementary School. The SPS Board approved the easement. The tank is needed to ensure the availability of water during a fire emergency and meet demand for water in an area that includes much of the South Hill to the south of 14th Avenue.

Lease? NO Grant related? NO Public Works? YES

Fiscal Impact

Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

Budget Account

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	TWOHIG, KYLE	<u>Study Session\Other</u>	PIES 5/23
<u>Division Director</u>	FEIST, MARLENE	<u>Council Sponsor</u>	Kinnear
<u>Finance</u>	ALBIN-MOORE, ANGELA	<u>Distribution List</u>	
<u>Legal</u>	SCHOEDEL, ELIZABETH	ddaniels@spokanecity.org	
<u>For the Mayor</u>	ORMSBY, MICHAEL	publicworksaccounting@spokanecity.org	
<u>Additional Approvals</u>		eraea@spokanecity.org	
<u>Purchasing</u>		marka@spokaneschools.org	
		eschoedel@spokanecity.org	
		ktwohig@spokanecity.org	
		mfeist@spokanecity.org	

Committee Agenda Sheet

Public Infrastructure, Environment & Sustainability (PIES)

Submitting Department	Public Works Division
Contact Name & Phone	Marlene Feist (509) 625-6505
Contact Email	mfeist@spokanecity.org
Council Sponsor(s)	Council Member Kinnear
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested: <u>5 mins</u>
Agenda Item Name	High System Tank Easement with SPS
Summary (Background)	<p>The City needs to site a new water tank in the High System Pressure Zone. In recent months, the City has been working with Spokane Public Schools on the possibility of placing the tank on a portion of the Hamblen Elementary School site near Crestline and 39th Avenue.</p> <p>The SPS Board is scheduled to consider both a permanent easement for the tank and a temporary easement for construction at its May 25 meeting. If the board approves the easements, then they would come forward to City Council for approval as well.</p> <p>The tank is needed to ensure the availability of adequate water during a fire emergency and meet demand for water in an area that includes much of the South Hill to the south of 14th Avenue. If the easements are approved, construction of the 2 million gallon tank is expected to begin in 2023.</p> <p>This collaboration is consistent with the partnership that we have cultivated with SPS, which has included the transfer of City property for new middle schools, combined Spokane Public Library and SPS facilities, and more.</p> <p>PW has been evaluating possible tank sites over the last couple of years. The Hamblen site was selected first in a public survey of the final three sites that were under consideration. The final three sites included 31st & Napa, Hamblen Elementary, and a location on 37th Avenue. More than 56 percent of the nearly 850 respondents selected the Hamblen site as their first choice, compared to 22 percent for 31st & Napa and 21 percent for 37th Avenue.</p>
Proposed Council Action & Date:	Discussion only.
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" 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.)	

Operations Impacts

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 item supports the operations of Public Works.

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 – This work is designed to manage costs and continue service delivery in support of all citizens and taxpayers. It will not impact racial, gender identity, national origin, income level, disability, sexual orientation or other existing disparity factors.

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.

After recording return document to:

City of Spokane

Attn: Clerk

5th Floor, City Hall

808 West Spokane Falls Blvd.

Spokane WA 99201

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE

Document Title: Water Reservoir Easement

Reference Number of Related Documents:

Grantor: Spokane School District No. 81

Grantee: City of Spokane

Legal Description:

33-25-43 S696FT OF E1/2 OF NE1/4 OF SW1/4 EXC S390FT OF W300FT THEREOF

Additional Legal Description is on Page 7 of Document

Assessor's Tax Parcel Number: 35333.0004

WATER RESERVOIR EASEMENT

This Water Reservoir Easement ("Easement") is made and executed this ____ day of _____, 2022, by **SPOKANE SCHOOL DISTRICT No. 81**, a Washington municipal corporation (the "**Grantor**"), and the **CITY OF SPOKANE**, a Washington municipal corporation ("**City**" or "**Grantee**"), hereinafter jointly referred to as "**Parties**".

WHEREAS, Grantor is the owner of the real property legally described and depicted in Exhibit A attached hereto and made a part hereof (the "Property"); and

WHEREAS, the Parties have agreed to the terms under which Grantor will grant the City an easement under, over, through, upon, and across the Property described in Exhibit A (the "Easement Area") for the purpose of construction, installation, operation, maintenance, repair, removal, and/or replacement of an above ground public water reservoir and related appurtenances therefor.

NOW, THEREFORE, in consideration of good and valuable consideration and the mutual covenants herein stated, receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. Easement. Grantor hereby conveys and quitclaims to the City a perpetual non-exclusive easement over, under, through, across, and upon the Easement Area for purposes of constructing, installing, operating, maintaining, repairing, removing, and/or replacing an above ground public water reservoir together with related appurtenances, including supporting piping, electrical, and internal City telecommunications facilities there for (the "Water Reservoir"), including access to the same for such purposes. Subject to Grantor's approval, 3rd party wireless communications equipment may also be permitted.
2. Purpose. This Easement is granted solely for the purposes of allowing the City, through its officers, employees, contractors and agents, at all times to enter the Easement Area for the purposes of constructing, installing, operating, maintaining, repairing, removing and/or replacing the Water Reservoir. Grantee shall submit written notification to Grantor at least 60 days prior to any construction activity in the Easement Area. Grantee may conduct routine maintenance and repair on the Water Reservoir without said notification. Grantee shall exercise its rights under this agreement so as to minimize interference with Grantor's use of the property.
3. Non-Exclusive. The Easement is non-exclusive; provided, however, Grantor shall not grant or convey any new interest in the Easement Area that materially conflicts with the rights, privileges and interest of the City under this Easement.
4. Use of Easement Area By Grantor. Grantor hereby reserves and retains all other property rights in and to the Easement Area, including without limitation, the right to use the Easement Area for any purpose, so long as such use does not unreasonably interfere with the Grantee's rights. Provided, Grantor shall not place any permanent structures in the Easement Area without Grantee's written permission.
5. Ownership of Water Reservoir. The Water Reservoir and related appurtenances placed within the Easement Area shall remain the property of the City, with the City retaining authority over the facilities.
6. Condition of Easement Area. Upon each and every occasion that the City constructs, installs, repairs, maintains, removes, and/or replaces the Water Reservoir, it shall restore Grantor's surrounding property to the condition such surrounding property was in prior to any such work, to the extent any damage or disturbance of Grantor's surrounding property was caused by the City's construction, installation, repair, maintenance, removal, and/or replacement of the facilities. However, mature landscaping materials may be replaced with less mature material.
7. Successors. The easement described herein and the rights granted hereby shall run with the land. The duties and obligations of the Parties described in this Easement shall bind

and inure to the benefit of the Parties hereto and their respective heirs, successors, and assigns.

8. Utility Service. Nothing in this Easement shall create an obligation on the part of the City to pay for service connections near or adjacent to the Easement.
9. Indemnification. The City shall indemnify, defend, and hold the Grantor, its officers, agents, and employees harmless and free from all loss and liability for any claim by any person, or for any injury or property damage resulting from, or by reason of, the construction, installation, maintenance, operation, repair, removal, replacement, or use of the Water Reservoir pursuant to this Easement including the enjoyment of all privileges under this Easement, unless caused directly or indirectly by Grantor's negligence or intentional misconduct. The Grantor shall indemnify, defend, and hold the City, its officers, agents, and employees harmless and free from all loss and liability for any claim by any person, or for any injury or property damage resulting from, or by reason of, Grantor's activities in the Easement Area, unless caused directly or indirectly by the City's negligence or intentional misconduct.
10. Miscellaneous.

10.1 Partial Invalidity. If any term, covenant or condition of this Easement or the application thereof to any person or circumstance is, to any extent, invalid or unenforceable, the remainder of this Easement or the application of such term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant or condition of this Easement shall be valid and be enforced to the fullest extent permitted by law.

10.2 Notices. Any notices required in accordance with any of the provisions herein shall be delivered or mailed by registered or certified mail, postage prepaid and return receipt requested, to the addresses set forth below or at such other place as either party may in writing from time to time specify. Any such notice shall be deemed effective on the date of delivery or two (2) business days after mailing.

Notices to City:	Public Works & Utilities Director City of Spokane 808 W. Spokane Falls Blvd. Spokane, WA 99201
------------------	---

With a copy to:	Office of the City Attorney City of Spokane 808 W. Spokane Falls Blvd. Spokane, WA 99201
-----------------	---

Notices to Grantor:

Spokane School District No. 81
200 N. Bernard St.
Spokane, WA 99201

10.3 Amendments. No provision of this Easement may be amended or added to except by an agreement in writing signed by the Parties hereto or their respective successors in interest. This Easement shall not be effective or binding on any party until fully executed by both Parties hereto.

10.4 Interpretation. This Easement and each of its terms and provisions are deemed to have been explicitly negotiated between the Parties, and the language in all parts of this Easement will, in all cases, be construed according to its fair meaning and not strictly for or against either party.

10.5 Time of the Essence. Time is of the essence of this Agreement.

10.6 Entire Agreement. This Easement and the exhibits to it constitute the entire agreement between the Parties with respect to the Easement, and supersede all prior agreements and understandings between the Parties relating to the subject matter of this Easement.

11. Government Approval. Grantor acknowledges and agrees that this Easement shall not become binding on the City unless and until it has been properly approved and signed by the Mayor.

12. Reversion. If Grantee abandons or ceases to use the Easement for a period of five (5) successive years, this Easement and all of Grantee's rights hereunder shall automatically terminate and revert to Grantor.

13. Restoration. Upon any termination of this Easement, Grantee shall promptly remove from the Easement Area the above ground public water reservoir and related appurtenances and shall restore the ground to the condition existing immediately prior to the signing of this Easement. Such work, removal and restoration shall be done at the sole cost and expense of the Grantee.

14. Obligations on Termination. No termination of Grantee's rights under this Easement shall release Grantee from any of its liabilities or obligations under this Easement prior to such termination.

Date: _____, 2022

SPOKANE SCHOOL DISTRICT NO. 81

By: _____
Its: _____

Accepted and Approved

CITY OF SPOKANE

By: _____

Authorized agent

Date: _____

Attest:

Approved as to form:

Clerk

Assistant City Attorney

STATE OF WASHINGTON :
: SS.
County of Spokane :

I hereby certify that I know or have satisfactory evidence that, on this ____ day of _____, 2022, _____ signed this instrument, on oath state that she is authorized to execute the instrument as _____ of Spokane School District No. 81, and acknowledged it to be her free and voluntary act of such party for uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year first above written.

Notary Public in and for the State of
Washington, residing at Spokane
My commission expires: _____

EXHIBIT "A"

LEGAL DESCRIPTION OF EASEMENT AREA

COMMENCING at a 5/8" rebar marking the Northwest Corner of Parcel "A" as shown on Record of Survey thereof recorded in Book 30 at Page 60, records of Spokane County, Washington; thence along the North line of said Parcel "A", South 89°37'19" East a distance of 372.91 feet to the **POINT OF BEGINNING** for this permanent easement; thence continuing along said North line, South 89°37'19" East a distance of 227.86 feet to the Northeast corner of said Parcel "A"; thence along the East line of said Parcel "A", South 00°00'01" East a distance of 240.41 feet; thence leaving said East line, South 89°59'59" West a distance of 203.31 feet to a concrete sidewalk ; thence along said sidewalk, North 20°44'51" West a distance of 12.18 feet; thence North 41°07'05" West a distance of 32.84 feet; thence leaving said sidewalk, North 00°22'41" East a distance of 205.79 feet to the POINT OF BEGINNING.

Containing 54,601.74 square feet of land, more or less.

Situate in City of Spokane, Spokane County, State of Washington.

EASEMENT DRAWING

Property Address: SW corner of Crestline Street & 39th Avenue;
A PORTION OF THE E.1/2 OF THE NE. ¼ OF THE SW. ¼ OF S.33, T.25N., R.43E., W.M.,
SPOKANE COUNTY, WA
Assessor's Tax Parcel Number: 35333.0004

TEMPORARY PERMIT TO ENTER

The Grantor, **Spokane School District No. 81**, a Washington municipal corporation, in exchange for good and valuable consideration, the receipt of which is hereby acknowledged by both parties, conveys to the **City of Spokane**, a Washington municipal corporation, and its assignees, contractors and agents, as Grantee, the non-exclusive temporary right, privilege and permit of ingress and egress over, across, and upon the hereinafter described lands to facilitate construction of an above ground public water reservoir and related appurtenances at the adjacent Hamblen Elementary School. The rights and privileges granted hereunder will expire upon the City's completion of construction of the water reservoir and related appurtenances.

Said lands being situated in the City of Spokane, Spokane County, State of Washington, and described in Exhibit A (Legal Description of Permanent Easement Area) and Exhibit B (Depiction of Temporary Easement Area), together, the "Property."

By accepting and performing work under this permit, Grantee agrees to perform the work in a safe and proper manner and to return the Property to substantially the same condition as it was prior to the entry by Grantee. Grantee will perform its work with minimum disturbance to the Property according to the project specifications. Grantee shall submit a notification to the Grantor at least 60 days prior to any construction activity in the Temporary Easement Area. Grantee shall exercise its rights under this agreement so as to minimize interference with Grantor's use of the Property.

Grantee shall indemnify and hold Grantor harmless from any loss, liability or claim for injury or damage to persons or property arising on the Property by reason of the acts, omissions, negligence or carelessness of Grantee, its agents, servants, employees, customers, licensees or contractors.

It is understood and agreed that delivery of this permit is hereby tendered and that the terms and obligations hereof shall not become binding upon the City of Spokane unless and until accepted and approved hereon in writing for the City of Spokane, by and through its Director of Engineering Services, its authorized agent.

DATED this ____ day of _____, 2022

GRANTOR:

By: _____
Its: _____

Attest:

Clerk

GRANTEE:

By: _____
Its: _____

Approved as to form:

Assistant City Attorney

EXHIBIT A

LEGAL DESCRIPTION OF PERMANENT EASEMENT AREA

COMMENCING at a 5/8" rebar marking the Northwest Corner of Parcel "A" as shown on Record of Survey thereof recorded in Book 30 at Page 60, records of Spokane County, Washington; thence along the North line of said Parcel "A", South 89°37'19" East a distance of 372.91 feet to the **POINT OF BEGINNING** for this permanent easement; thence continuing along said North line, South 89°37'19" East a distance of 227.86 feet to the Northeast corner of said Parcel "A"; thence along the East line of said Parcel "A", South 00°00'01" East a distance of 240.41 feet; thence leaving said East line, South 89°59'59" West a distance of 203.31 feet to a concrete sidewalk ; thence along said sidewalk, North 20°44'51" West a distance of 12.18 feet; thence North 41°07'05" West a distance of 32.84 feet; thence leaving said sidewalk, North 00°22'41" East a distance of 205.79 feet to the POINT OF BEGINNING.

Containing 54,601.74 square feet of land, more or less.

Situate in City of Spokane, Spokane County, State of Washington

EXHIBIT B

DEPICTION OF TEMPORARY EASMENT

SCALE: 1"=150'



**Agenda Sheet for City Council Meeting of:**

6/13/2022

Date Rec'd

6/9/2022

Clerk's File #

OPR 2022-0429

Renews #**Submitting Dept**

Engineering Services

Contact Name/Phone

Dan Buller / 625-6391

Contact E-Mail

Dbuller@spokanecity.org

Cross Ref #**Project #**

2020095

Bid #**Agenda Item Type**

Contract

Requisition #

CR 23691

Agenda Item Name

0370 – Low Bid Award – Sundance FM (2020095) – Inland Infrastructure

Agenda Wording

Low Bid of Inland Infrastructure, LLC (Spokane, WA) for the Sundance III Force Main Replacement in the amount of \$447,145.00 plus tax. An administrative reserve of \$44,714.50 plus tax, which is 10% of the contract, will be set aside. (North Indian Trail Neighborhood Council)

Summary (Background)

On June 6, 2022 bids were opened for the above project. The low bid was from Inland Infrastructure in the amount of \$447,145.00, which is \$51,859.70 or 10.4% below the Engineer's Estimate; two other bids were received as follows: DW Excavating, Inc. - \$475,484.50 and NNAC, Inc. - \$698,814.00

Include in Packets: Bid Tabulations**Fiscal Impact****Budget Account**

Expense \$ 536,126.86

4310 43387 94350 56501 15820

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head****Study Session/Other**

PIES 4/25

Division Director**Council Sponsors**

Beggs/Kinnear

Finance**Distribution List****Legal**

ddaniels@spokanecity.org

For the Mayor

publicworksaccounting@spokanecity.org

Additional Approvals

eraea@spokanecity.org

Purchasing

kgoodman@spokanecity.org

jgraff@spokanecity.org

pyoung@spokanecity.org

msampson@inland-co.com

Committee Agenda Sheet

[COMMITTEE]

Submitting Department	CHHS
Contact Name & Phone	Jenn Cerecedes 509.625.6055
Contact Email	jcerecedes@spokanecity.org
Council Sponsor(s)	
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested:
Agenda Item Name	Dept. Commerce CHG Amendment Acceptance
Summary (Background)	<p>Department of Commerce as amended our current Consolidated Homeless Grant (CHG) with an additional \$358,467. The amendment is effective 2/1/22 and ends 6/30/23. We plan to allocate this additional funding to existing sub-recipients once we have consent to receive these additional funds.</p>
Proposed Council Action & Date:	Please approve the receipt of these additional funds
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: This is a one-time amendment to a recurring grant Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impacts	
What impacts would the proposal have on historically excluded communities? These funds go to support homeless services	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	

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

We utilize CMIS data to report outcomes

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 aligns with the 5-year strategy to end homelessness



City of Spokane

PUBLIC WORKS CONTRACT

Title: **SUNDANCE III FORCE MAIN REPLACEMENT**

This Contract is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **INLAND INFRASTRUCTURE, LLC**, whose address is P.O. Box 3072, Spokane, Washington 99220 as ("Contractor"), individually hereafter referenced as a "party", and together as the "parties".

The parties agree as follows:

1. **PERFORMANCE.** The Contractor will do all work, furnish all labor, materials, tools, construction 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 Special Provisions entitled **SUNDANCE III FORCE MAIN REPLACEMENT.**
2. **CONTRACT DOCUMENTS.** The contract documents are this Contract, the Contractor's completed bid proposal form, the Washington State Department of Transportation's Standard Specifications for Road, Bridge and Municipal Construction 2022, City of Spokane Special Provisions, contract plans, standard plans, addenda, various certifications and affidavits, supplemental agreements, change orders and subsurface boring logs (if any). These contract documents are on file in the Engineering Services Department and are incorporated into this Contract by reference as if they were set forth at length. In the event of a conflict, or to resolve an ambiguity or dispute, the order of precedence defined in the City of Spokane Special Provisions section 1-04.2 shall apply.
3. **TIME OF PERFORMANCE.** The time of performance of the Contract shall be in accordance with the contract documents.
4. **LIQUIDATED DAMAGES.** Liquidated damages shall be in accordance with the contract documents.
5. **TERMINATION.** Either party may terminate this Contract in accordance with the contract documents.
6. **COMPENSATION.** This is a unit price contract, and upon full and complete performance by the Contractor, the City will pay only the amounts set forth in Schedule A-3 for the actual quantities furnished for each bid item.
7. **TAXES.** Bid items in Schedule A-3 shall not include sales tax

8. PAYMENT. The Contractor will send its applications for payment to the Engineering Services Department – Construction Management, 998 E North Foothills Drive Spokane, WA 99207-2735 (from 1225 East Marietta Avenue Spokane, WA 99207. All invoices should include the City Clerk File No. “OPR 2022-0429” and an approved L & I Intent to Pay Prevailing Wage number. The final invoice should include an approved Affidavit of Wages Paid number. Payment will not be made without this documentation included on the invoice. **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. Five percent (5%) of the Contract price may be retained by the City, in accord with RCW 60.28 for a minimum of forty five (45) days after final acceptance, as a trust fund for the protection and payment of: the claims of any person arising under the Contract; and the State with respect to taxes imposed pursuant to Titles 50, 51 and 82 RCW which may be due from the Contractor.

9. INDEMNIFICATION. The Contractor 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 Contractor's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Contractor 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 Contractor'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 Contractor, its agents or employees. The Contractor specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Contractor's own employees against the City and, solely for the purpose of this indemnification and defense, the Contractor specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Contractor 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.

10. BONDS. The Contractor may not commence work until it obtains all insurance, permits and bonds required by the contract documents and applicable law. This includes the execution of a performance bond and a payment bond on the forms attached, each equal to one hundred percent (100%) of the contract price, and written by a corporate surety company licensed to do business in Washington State.

11. INSURANCE. The Contractor represents that it and its employees, agents and subcontractors, in connection with the Contract, are protected against the risk of loss by the insurance coverages required in the contract documents. The policies shall be issued by companies that meet with the approval of the City Risk Manager. The policies shall not be canceled without at least minimum required written notice to the City as Additional Insured.

12. CONTRACTOR'S WARRANTY. The Contractor's warranty for all work, labor and materials shall be in accordance with the contract documents.

13. WAGES. The Contractor and all subcontractors will submit a "Statement of Intent to Pay Prevailing Wages" certified by the industrial statistician of the Department of Labor and Industries, prior to any payments. The "Statement of Intent to Pay Prevailing Wages" shall include: (1) the Contractor's registration number; and (2) the prevailing wages under RCW 39.12.020 and the number of workers in each classification. Each voucher claim submitted by the Contractor for

payment on a project estimate shall state that the prevailing wages have been paid in accordance with the "Statement(s) of Intent to Pay Prevailing Wages" on file with the City. Prior to the payment of funds held under RCW 60.28, the Contractor and subcontractors must submit an "Affidavit of Wages Paid" certified by the industrial statistician.

14. STATEMENT OF INTENT TO PAY PREVAILING WAGES TO BE POSTED. The Contractor and each subcontractor required to pay the prevailing rate of wages shall post in a location readily visible at the job site: (1) a copy of a "Statement of Intent to Pay Prevailing Wages" approved by the industrial statistician of the State Department of Labor and Industries; and (2) the address and telephone number of the industrial statistician of the Department of Labor and Industries where a complaint or inquiry concerning prevailing wages may be made.

15. PUBLIC WORKS REQUIREMENTS. The Contractor and each subcontractor are required to fulfill the Department of Labor and Industries Public Works and Prevailing Wage Training Requirement under RCW 39.04.350. The contractor must verify responsibility criteria for each first tier subcontractor, and a subcontractor of any tier that hires other subcontractors must verify the responsibility criteria listed in RCW 39.04.350(1) for each of its subcontractors. Verification shall include that each subcontractor, at the time of subcontract execution, meets the responsibility criteria. This verification requirement, as well as responsibility criteria, must be included in every public works contract and subcontract of every tier.

16. SUBCONTRACTOR RESPONSIBILITY.

A. The Contractor shall include the language of this section in each of its first tier subcontracts, and shall require each of its subcontractors to include the same language of this section in each of their subcontracts, adjusting only as necessary the terms used for the contracting parties. Upon request of the City, the Contractor shall promptly provide documentation to the City demonstrating that the subcontractor meets the subcontractor responsibility criteria below. The requirements of this section apply to all subcontractors regardless of tier.

B. At the time of subcontract execution, the Contractor shall verify that each of its first tier subcontractors meets the following bidder responsibility criteria:

1. Have a current certificate of registration in compliance with chapter 18.27 RCW, which must have been in effect at the time of subcontract bid submittal;
2. Have a current Washington Unified Business Identifier (UBI) number;
3. If applicable, have:
 - a. Have Industrial Insurance (workers' compensation) coverage for the subcontractor's employees working in Washington, as required in Title 51 RCW;
 - b. A Washington Employment Security Department number, as required in Title 50 RCW;
 - c. A Washington Department of Revenue state excise tax registration number, as required in Title 82 RCW;
 - d. An electrical contractor license, if required by Chapter 19.28 RCW;

- e. An elevator contractor license, if required by Chapter 70.87 RCW.
 - 4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065 (3).
- C. On Public Works construction projects, as defined in RCW 39.04.010, with an estimated cost of six hundred thousand dollars (\$600,000) or more, at least fifteen (15) percent of the labor hours on each project shall be performed by apprentices enrolled in a State-approved apprenticeship program; and for each contract in the project fifteen (15) percent of the labor hours for each craft that has an available state-approved apprenticeship program for Spokane County and utilizes more than one hundred sixty (160) hours in each contract shall be performed by apprentices enrolled in a state-approved apprenticeship program.
- 1. Subcontracting Requirements. The utilization percentages for apprenticeship labor for Public Works construction contracts shall also apply to all subcontracts of one hundred thousand dollars (\$100,000) or more within those contracts, and at least fifteen percent (15%) of the labor hours for each such subcontract shall be performed by apprentices in a state-approved apprenticeship program. For each craft that has an available apprenticeship program for Spokane county and performs more than one hundred sixty (160) hours on each project, fifteen (15) percent of the labor hours shall be performed by apprentices enrolled in a State-approved apprenticeship program
 - 2. Each subcontractor which this chapter applies is required to execute a form, provided by the city, acknowledging that the requirements of Article X 07.06 SMC are applicable to the labor hours for the project.
17. NONDISCRIMINATION. 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 Contract 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 Contractor agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Contractor.
18. EXECUTIVE ORDER 11246.
- A. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor will take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include but not be limited to the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
 - B. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

- C. The Contractor will send each labor union, or representative of workers with which it has a collective bargaining contract or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- D. The Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- E. The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- F. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations or orders, this Contract may be canceled, terminated or suspended in whole or in part, and the Contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- G. The Contractor will include the provisions of paragraphs A through G in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: PROVIDED, HOWEVER, that in the event the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as the result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

19. 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.

20. ASSIGNMENTS. The Contractor may not assign, transfer or sublet any part of the work under this Contract, or assign any monies due, without the written approval of the City, except as may be required by law. In the event of assignment of accounts or monies due under this Contract, the Contractor specifically agrees to give immediate written notice to the City Administrator, no later than five (5) business days after the assignment.

21. ANTI-KICKBACK. 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 the Contract.

22. COMPLIANCE WITH LAWS. Each party shall comply with all applicable federal, state, and local laws and regulations that are incorporated herein by reference.

23. DISPUTES. This Contract shall be performed under the laws of the State of Washington. Any litigation to enforce this Contract or any of its provisions shall be brought in Spokane County, Washington.

24. SEVERABILITY. In the event any provision of this Contract should become invalid, the rest of the Contract shall remain in full force and effect.

25. AUDIT / RECORDS. The Contractor and its subcontractors shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Contract. The Contractor 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 Contract, the federal law shall prevail.

26. BUSINESS REGISTRATION REQUIREMENT. 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 Contractor shall be responsible for contacting the State of Washington Business License Services at www.dor.wa.gov or 360-705-6741 to obtain a business registration. If the Contractor 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.

27. CONSTRUAL. The Contractor acknowledges receipt of a copy of the contract documents and agrees to comply with them. The silence or omission in the contract documents concerning any detail required for the proper execution and completion of the work means that only the best general practice is to prevail and that only material and workmanship of the best quality are to be used. This Contract shall be construed neither in favor of nor against either party.

28. MODIFICATIONS. The City may modify this Contract and order changes in the work whenever necessary or advisable. The Contractor will accept modifications when ordered in writing by the Director of Engineering Services, and the Contract time and compensation will be adjusted accordingly.

29. INTEGRATION. This Contract, including any and all exhibits and schedules referred to herein or therein set forth the entire Agreement and understanding between the parties pertaining to the subject matter and merges all prior agreements, negotiations and discussions between them on the same subject matter.

30. FORCE MAJEURE. Neither party shall be liable to the other for any failure or delay in performing its obligations hereunder, or for any loss or damage resulting therefrom, due to: (1) acts of God or public enemy, acts of government, riots, terrorism, fires, floods, strikes, lock outs, epidemics, act or failure to act by the other party, or unusually severe weather affecting City, Contractor or its subcontractors, or (2) causes beyond their reasonable control and which are not foreseeable (each a "Force Majeure Event"). In the event of any such Force Majeure Event, the date of delivery or performance shall be extended for a period equal to the time lost by reason of the delay.

31. CLEAN AIR ACT. Contractor must comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q) and the Federal Water Pollution Control Act as amended (33 USC 1251-1387). Violations will be reported.

32. USE OF PROJECT MANAGEMENT SOFTWARE. The Contractor shall transmit all submittal documentation for proposed project materials by uploading it to the City's web based construction management software. A City representative will be available to assist in learning this process.

INLAND INFRASTRUCTURE, 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:
Payment Bond
Performance Bond
Exhibit A – Certification Regarding Debarment
Schedule A-3

22-112

PAYMENT BOND

We, **INLAND INFRASTRUCTURE, LLC**, as principal, and _____, as surety, are held and firmly bound to the City of Spokane, Washington, in the sum of **FOUR HUNDRED FORTY-SEVEN THOUSAND ONE HUNDRED FORTY-FIVE AND NO/100 DOLLARS (\$447,145.00)**, for the payment of which, we bind ourselves and our legal representatives and successors, jointly and severally by this document.

The principal has entered into a contract with the City of Spokane, Washington, to do all work and furnish all materials for the **SUNDANCE III FORCE MAIN REPLACEMENT**. If the principal shall:

- A. pay all laborers, mechanics, subcontractors, material suppliers and all person(s) who shall supply such person or subcontractors; and pay all taxes and contributions, increases and penalties as authorized by law; and
- B. comply with all applicable federal, state and local laws and regulations;

then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, except as provided herein, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation... Any judgment obtained against the City, which relates to or is covered by the contract or this bond, shall be conclusive against the principal and the surety, as to the amount of damages, and their liability, if reasonable notice of the suit has been given.

SIGNED AND SEALED on _____.

INLAND INFRASTRUCTURE, LLC,
AS PRINCIPAL

By: _____
Title: _____

_____,
AS SURETY

A valid POWER OF ATTORNEY
for the Surety's agent must
accompany this bond.

By: _____
Its Attorney in Fact

[illegible]

I certify that I know or have satisfactory evidence that _____
 _____ signed this document; on oath stated that he/she was
 authorized to sign the document and acknowledged it as the agent or representative of the
 named surety company which is authorized to do business in the State of Washington, for
 the uses and purposes therein mentioned.

DATED: _____

Signature of Notary Public

My appointment expires _____

Approved as to form:

Assistant City Attorney

PERFORMANCE BOND

We, **INLAND INFRASTRUCTURE, LLC**, as principal, and _____, as Surety, are held and firmly bound to the City of Spokane, Washington, in the sum of **FOUR HUNDRED FORTY-SEVEN THOUSAND ONE HUNDRED FORTY-FIVE AND NO/100 DOLLARS (\$447,145.00)**, for the payment of which, we bind ourselves and our legal representatives and successors, jointly and severally by this document.

The principal has entered into a Contract with the City of Spokane, Washington, to do all the work and furnish all materials for the **SUNDANCE III FORCE MAIN REPLACEMENT**. If the principal shall:

- A. promptly and faithfully perform the Contract, and any contractual guaranty and indemnify and hold harmless the City from all loss, damage or claim which may result from any act or omission of the principal, its agents, employees, or subcontractors; and
- B. comply with all applicable federal, state and local laws and regulations;

then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, except as provided herein, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation. Any judgment obtained against the City, which relates to or is covered by the Contract or this bond, shall be conclusive against the principal and the Surety, not only as to the amount of damages, but also as to their liability, if reasonable notice of the suit has been given.

SIGNED AND SEALED on _____

**INLAND INFRASTRUCTURE, LLC,
AS PRINCIPAL**

By: _____
Title: _____

_____,
AS SURETY

A valid POWER OF ATTORNEY
for the Surety's agent must
accompany this bond.

By: _____
Its Attorney in Fact

STATE OF WASHINGTON)
) ss.
County of _____)

I certify that I know or have satisfactory evidence that _____
_____ signed this document; on oath stated that
he/she was authorized to sign the document and acknowledged it as the agent or representative of
the named Surety Company which is authorized to do business in the State of Washington, for the
uses and purposes mentioned in this document.

DATED on _____.

Signature of Notary

My appointment expires _____

Approved as to form:

Assistant City Attorney

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

SCHEDULE A-3

Tax Classification: Sales tax shall NOT be included in unit prices

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITIES	UNIT PRICE	TOTAL
1	ADA FEATURES SURVEYING	1.00 LS	\$ 1,750.00	\$ 1,750.00
2	APPRENTICE UTILIZATION	1.00 LS	\$ 4,050.00	\$ 4,050.00
3	REIMBURSEMENT OF THIRD PARTY DAMAGE	1.00 EST	\$ 1.00	\$ 1.00
4	SPCC PLAN	1.00 LS	\$ 7,500.00	\$ 7,500.00
5	POTHOLING	12.00 EA	\$ 580.00	\$ 6,960.00
6	PUBLIC LIAISON REPRESENTATIVE	1.00 LS	\$ 5,000.00	\$ 5,000.00
7	MOBILIZATION	1.00 LS	\$ 44,000.00	\$ 44,000.00
8	PROJECT TEMPORARY TRAFFIC CONTROL	1.00 LS	\$ 11,000.00	\$ 11,000.00
9	TYPE III BARRICADE	5.00 EA	\$ 115.00	\$ 575.00
10	TREE ROOT TREATMENT	2.00 EA	\$ 850.00	\$ 1,700.00
11	TREE PROTECTION ZONE	5.00 EA	\$ 305.00	\$ 1,525.00
12	TREE PRUNING	8.00 EA	\$ 250.00	\$ 2,000.00

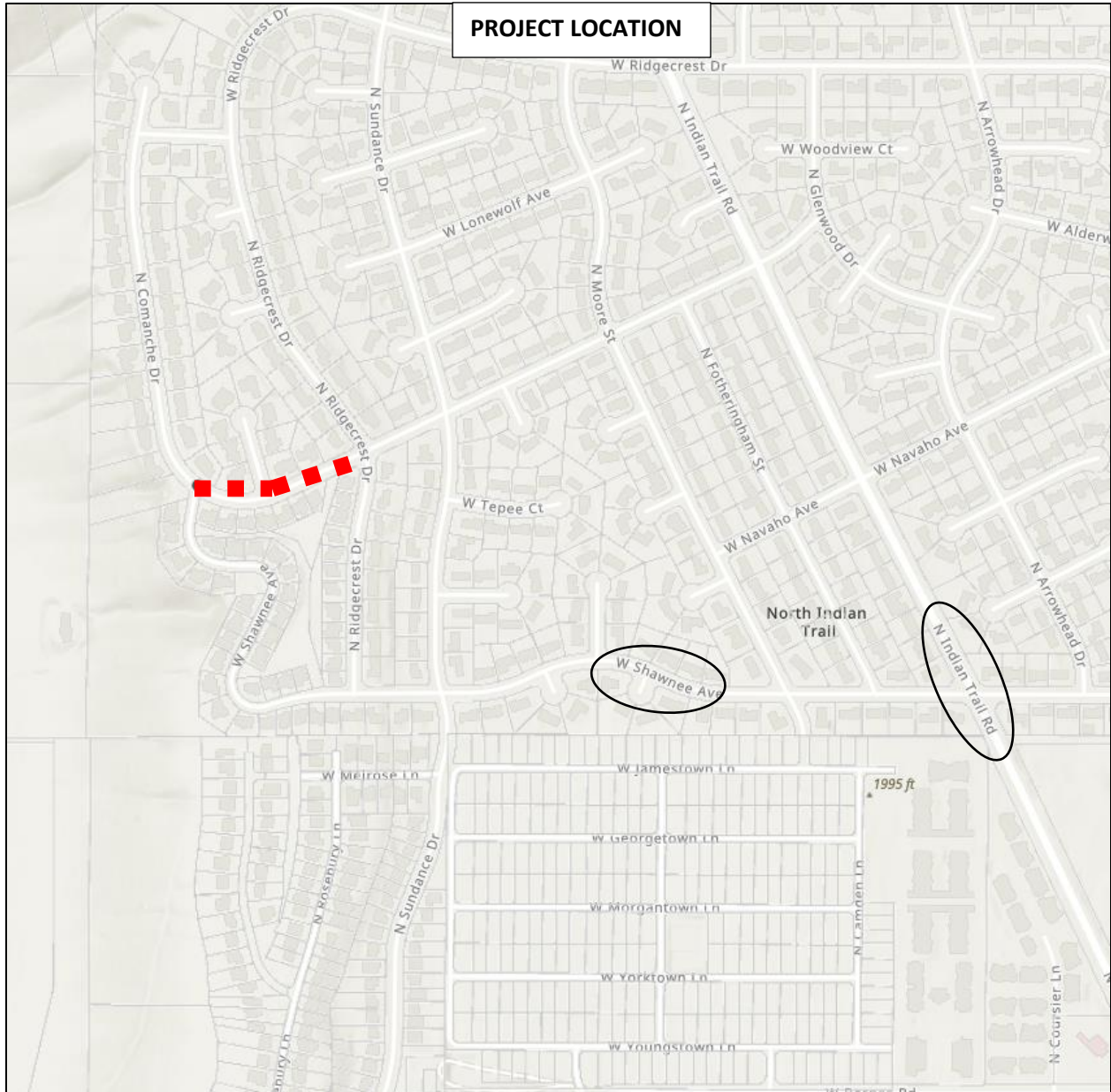
13	REMOVAL OF STRUCTURE AND OBSTRUCTION	1.00 LS	\$	3,000.00	\$	3,000.00
14	REMOVE EXISTING CURB	142.00 LF	\$	12.00	\$	1,704.00
15	REMOVE EXISTING CURB AND GUTTER	50.00 LF	\$	12.00	\$	600.00
16	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	25.00 SY	\$	26.00	\$	650.00
17	REMOVE MANHOLE, CATCH BASIN, OR DRYWELL	2.00 EA	\$	450.00	\$	900.00
18	REMOVE EXISTING ≤ 12 IN. DIA. PIPE	222.00 LF	\$	16.00	\$	3,552.00
19	SAWCUTTING CURB	10.00 EA	\$	23.00	\$	230.00
20	SAWCUTTING RIGID PAVEMENT	20.00 LFI	\$	1.00	\$	20.00
21	SAWCUTTING FLEXIBLE PAVEMENT	2,763.00 LFI	\$	1.00	\$	2,763.00
22	ROADWAY EXCAVATION INCL. HAUL	498.00 CY	\$	60.00	\$	29,880.00
23	REMOVE UNSUITABLE FOUNDATION MATERIAL	10.00 CY	\$	75.00	\$	750.00
24	REPLACE UNSUITABLE FOUNDATION MATERIAL	10.00 CY	\$	50.00	\$	500.00
25	CRUSHED SURFACING TOP COURSE	285.00 CY	\$	90.00	\$	25,650.00
26	CSTC FOR SIDEWALK AND DRIVEWAYS	2.00 CY	\$	185.00	\$	370.00
27	HMA CL. 3/8 IN. MEDIUM TRAFFIC, 3 INCH THICK	2,561.00 SY	\$	21.00	\$	53,781.00

28	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1.00 EST	\$	(1.00)	\$	(1.00)
29	COMPACTION PRICE ADJUSTMENT	2,561.00 EST	\$	1.00	\$	2,561.00
30	CATCH BASIN TYPE 1	4.00 EA	\$	2,650.00	\$	10,600.00
31	DRYWELL TYPE 2	2.00 EA	\$	6,200.00	\$	12,400.00
32	REPLACE SURFACE INLET CATCH BASIN WITH MANHOLE FRAME AND COVER	4.00 EA	\$	1,000.00	\$	4,000.00
33	MH OR DW FRAME AND COVER (STANDARD)	2.00 EA	\$	500.00	\$	1,000.00
34	VALVE BOX AND COVER	2.00 EA	\$	355.00	\$	710.00
35	CONNECT 4 IN. DIA. PIPE TO EXISTING CB, DW, OR MH	1.00 EA	\$	1,075.00	\$	1,075.00
36	CONNECT 8 IN. DIA. PIPE TO EXISTING CB, DW, OR MH	5.00 EA	\$	500.00	\$	2,500.00
37	CONNECT 4 IN. DIA. SEWER PIPE TO EXISTING SEWER PIPE	1.00 EA	\$	475.00	\$	475.00
38	CONNECT 8 IN. DIA. SEWER PIPE TO EXISTING SEWER PIPE	1.00 EA	\$	385.00	\$	385.00
39	RECONSTRUCT 48 IN. MANHOLE INVERT	1.00 EA	\$	2,500.00	\$	2,500.00
40	ABSORPTION TRENCH	240.00 LF	\$	115.00	\$	27,600.00
41	CLEANING EXISTING DRAINAGE STRUCTURE	7.00 EA	\$	360.00	\$	2,520.00

42	REMOVE UNSUITABLE PIPE FOUNDATION MATERIAL	10.00 CY	\$	75.00	\$	750.00
43	REPLACE UNSUITABLE PIPE FOUNDATION MATERIAL	10.00 CY	\$	50.00	\$	500.00
44	IMPORTED BACKFILL	10.00 CY	\$	50.00	\$	500.00
45	TRENCH SAFETY SYSTEM	1.00 LS	\$	8,500.00	\$	8,500.00
46	CATCH BASIN DI SEWER PIPE 8 IN. DIA.	224.00 LF	\$	76.00	\$	17,024.00
47	PLUGGING EXISTING PIPE	1.00 EA	\$	180.00	\$	180.00
48	TEMPORARY ADJACENT UTILITY SUPPORT	1.00 LS	\$	3,500.00	\$	3,500.00
49	ENCASE WATER/SEWER AT CROSSINGS	2.00 EA	\$	2,100.00	\$	4,200.00
50	SANITARY SEWER FORCE MAIN DI PIPE 4 IN. DIA.	725.00 LF	\$	91.00	\$	65,975.00
51	FORCE MAIN BYPASS CONNECTION	1.00 LS	\$	4,750.00	\$	4,750.00
52	BYPASS SEWER PUMPING	1.00 LS	\$	16,500.00	\$	16,500.00
53	GATE VALVE 4 IN.	2.00 EA	\$	1,450.00	\$	2,900.00
54	ESC LEAD	1.00 LS	\$	15,000.00	\$	15,000.00
55	INLET PROTECTION	8.00 EA	\$	75.00	\$	600.00
56	PLANT ESTABLISHMENT - 1 YEAR	1.00 LS	\$	1,150.00	\$	1,150.00

57	ROCK MULCH	6.00 CY	\$	100.00	\$	600.00
58	SOD INSTALLATION	20.00 SY	\$	35.00	\$	700.00
59	5 GALLON SHRUB	9.00 EA	\$	100.00	\$	900.00
60	REMOVE AND REPLACE EXISTING SPRINKLER HEADS AND LINES	1.00 LS	\$	3,000.00	\$	3,000.00
61	CEMENT CONCRETE CURB	139.00 LF	\$	50.00	\$	6,950.00
62	CEMENT CONCRETE CURB AND GUTTER	53.00 LF	\$	65.00	\$	3,445.00
63	CLASSIFICATION AND PROTECTION OF SURVEY MONUMENTS	1.00 LS	\$	5,500.00	\$	5,500.00
64	REFERENCE AND REESTABLISH SURVEY MONUMENT	1.00 EA	\$	725.00	\$	725.00
65	MONUMENT FRAME AND COVER	1.00 EA	\$	460.00	\$	460.00
66	CEMENT CONCRETE SIDEWALK	28.00 SY	\$	135.00	\$	3,780.00
67	RAMP DETECTABLE WARNING	8.00 SF	\$	40.00	\$	320.00
Schedule A-3 Subtotal					\$	<u>447,145.00</u>
Summary of Bid Items				Bid Total	\$	<u>447,145.00</u>

PROJECT LOCATION





Agenda Sheet for City Council Meeting of: 06/13/2022

Date Rec'd	6/1/2022
Clerk's File #	OPR 2017-0501
Renews #	
Cross Ref #	
Project #	
Bid #	
Requisition #	PAID BY CLAIMS

Submitting Dept	CITY ATTORNEY
Contact Name/Phone	SAM FAGGIANO 6818
Contact E-Mail	SFAGGIANO@SPOKANECITY.ORG
Agenda Item Type	Contract Item
Agenda Item Name	0500 SPECIAL COUNSEL CONTRACT AMENDMENT

Agenda Wording

Amendment to contract with Etter, McMahon, Van Wert & Oreskovich, P.C., for outside counsel services in the legal matter West Terrace Golf, LLC v. COS. Increase \$50,000 for total contract amount of \$425,000.

Summary (Background)

The City entered into a contract with the above firm for outside legal counsel services regarding the above matter. Additional funds are necessary.

Lease? NO Grant related? NO Public Works? NO

Fiscal Impact

Expense \$ 50,000

Select \$

Select \$

Select \$

Budget Account

5800-78100-14780-54601

#

#

#

Approvals

Dept Head PICCOLO, MIKE

Division Director

Finance BUSTOS, KIM

Legal PICCOLO, MIKE

For the Mayor ORMSBY, MICHAEL

Council Notifications

Study Session\Other Finance & Admin 5-16-22

Council Sponsor CM Wilkerson

Distribution List

mfc@ettermcmahon.com

sfaggiano@spokanecity.org

ESchoedel@spokanecity.org

rhulvey@spokanecity.org

sdhansen@spokanecity.org

James.Scott@davies-group.com

rkokot@spokanecity.org



City of Spokane
SPECIAL COUNSEL
CONTRACT AMENDMENT #5

This Contract Amendment is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **ETTER, MCMAHON, LAMBERSON, VAN WERT & ORESKOVICH, P.C.**, whose address is 618 West Riverside Avenue, Suite 210, Spokane, WA 99201, as ("Firm"), Individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties entered into a Contract wherein the Firm agreed to provide legal services and advice to the City of Spokane, and its officers and employees regarding the matter of **WEST TERRACE GOLF, L.L.C. v. CITY OF SPOKANE**, consistent with applicable laws and this Contract.*

WHEREAS, additional funds are necessary, thus the original Contract needs to be formally Amended by this written document; and

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

1. CONTRACT DOCUMENTS.

The original Contract, dated June 27, 2017 and July 17, 2017, 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 DATE.

This Contract Amendment shall become effective upon signature by both parties.

3. COMPENSATION.

The City shall pay an additional amount not to exceed **FIFTY THOUSAND AND NO/100 DOLLARS (\$50,000.00)** as full compensation for everything furnished and done under this Contract Amendment. The total amount under the original Contract, any subsequent amendments, and this Contract Amendment is **FOUR HUNDRED TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$425,000.00)**.

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 Amendment by having legally-binding representatives affix their signatures below.

**ETTER, MCMAHON, LAMBERSON,
VAN WERT & ORESKOVICH, P.C.**

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

U2022-022

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/1/2022

Clerk's File #

OPR 2021-0707

Renews #**Cross Ref #****Project #****Bid #****Requisition #**PAID THRU
CLAIMS**Submitting Dept**

CITY ATTORNEY

Contact Name/Phone

MICHAEL ORMSBY 6287

Contact E-Mail

MORMSBY@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

0500 OUTSIDE COUNSEL CONTRACT AMENDMENT

Agenda Wording

Contract Amendment with Summit Law Group who represents the City in an action brought against the City and various State agencies to prevent the enforcement of the vaccine mandate as applicable to health care workers.

Summary (Background)

The Travis J. Wise, et. al., v. Governor Jay Inslee, et. al. action was filed in October seeking damages against the City for three SFD employees alleging impact against them by the enforcement of the requirement of mandatory vaccination for health care workers as they are EMT's. The City was successful in obtaining an Order to Dismiss the Wise case (which decision is being appealed). We request an additional \$60,000 for a total contract amount of \$185,000.

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Expense \$ 60,000.00

From Claims

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

PICCOLO, MIKE

Study Session\Other

Public Safety 6/6/22

Division Director**Council Sponsor**

CM Kinnear

Finance

MURRAY, MICHELLE

Distribution List**Legal**

PICCOLO, MIKE

bethk@summitlaw.com

For the Mayor

ORMSBY, MICHAEL

mormsby@spokanecity.org

Additional Approvals

sdhansen@spokanecity.org

Purchasing

James.Scott@davies-group.com

rkokot@spokanecity.org



City of Spokane

CONTRACT AMENDMENT

Title: **OUTSIDE COUNSEL CONTRACT**

THIS CONTRACT AMENDMENT is between the **CITY OF SPOKANE**, a Washington State municipal corporation, as ("City"), and **SUMMIT LAW GROUP**, whose address is 315 5th Avenue South, Suite #1000, Seattle, Washington 98104, as ("Firm"), individually a "party", and together referenced as the "parties".

WHEREAS, the parties entered into a Contract wherein the Firm agreed to act as Outside Special Counsel providing legal services and advice to the City regarding the lawsuit of Travis J. Wise, et. al., v. Governor Jay Inslee, et. al.; and

WHEREAS, additional funds are necessary to pay the final invoice, thus the original Contract needs to be formally Amended by this written document; and

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

1. CONTRACT DOCUMENTS.

The Contract dated October 28, 2021, any previous amendments 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 DATE.

This Contract Amendment shall become effective on March 1, 2022.

3. COMPENSATION.

The City shall pay an additional amount not to exceed **SIXTY THOUSAND AND NO/100 DOLLARS (\$60,000.00)**, for everything furnished and done under this Contract Amendment. The total amount under the original contract, all previous amendments and this Amendment is **ONE HUNDRED EIGHTY-FIVE THOUSAND AND NO/100 DOLLARS (\$185,000.00)**.

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 Amendment by having legally-binding representatives affix their signatures below.

SUMMIT LAW GROUP

By _____
Signature Date

Type or Print Name

Title

Attest:

City Clerk

CITY OF SPOKANE

By _____
Signature Date

Type or Print Name

Title

Approved as to form:

Assistant City Attorney

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/1/2022

Clerk's File #

OPR 2021-0722

Renews #**Cross Ref #****Project #****Bid #****Requisition #**PAID THRU
CLAIMS**Submitting Dept**

CITY ATTORNEY

Contact Name/Phone

MICHAEL ORMSBY 6287

Contact E-Mail

MORMSBY@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

0500 OUTSIDE COUNSEL CONTRACT AMENDMENT

Agenda Wording

Contract Amendment with Summit Law Group who represents the City in an action brought against the City and various State agencies to prevent the enforcement of the vaccine mandate as applicable to health care workers.

Summary (Background)

The Michael Bacon, et. al. v. City of Spokane, et. al. action was filed in mid October seeking damages against the City. A motion to Dismiss will be filed and we request an additional \$25,000 for a contract total of \$125,000.

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Expense \$ 25,000

From Claims

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

PICCOLO, MIKE

Study Session\Other

Public Safety 6/6/22

Division Director**Council Sponsor**

CM Kinnear

Finance

MURRAY, MICHELLE

Distribution List**Legal**

PICCOLO, MIKE

bethk@summitlaw.com

For the Mayor

ORMSBY, MICHAEL

mormsby@spokanecity.org

Additional Approvals

sdhansen@spokanecity.org

Purchasing

James.Scott@davies-group.com

rkokot@spokanecity.org



City of Spokane

CONTRACT AMENDMENT

Title: **OUTSIDE COUNSEL CONTRACT**

THIS CONTRACT AMENDMENT is between the **CITY OF SPOKANE**, a Washington State municipal corporation, as ("City"), and **SUMMIT LAW GROUP**, whose address is 315 5th Avenue South, Suite #1000, Seattle, Washington 98104, as ("Firm"), individually a "party", and together referenced as the "parties".

WHEREAS, the parties entered into a Contract wherein the Firm agreed to act as Outside Special Counsel providing legal services and advice to the City regarding the lawsuit of Michael Bacon, et. al. v. City of Spokane, et. al.; and

WHEREAS, additional funds are necessary to pay the final invoice, thus the original Contract needs to be formally Amended by this written document; and

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

1. CONTRACT DOCUMENTS.

The Contract dated October 29, 2021 and November 8, 2021, any previous amendments 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 DATE.

This Contract Amendment shall become effective on March 1, 2022.

3. COMPENSATION.

The City shall pay an additional amount not to exceed **TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00)**, for everything furnished and done under this Contract Amendment. The total amount under the original contract, all previous amendments and this Amendment is **ONE HUNDRED TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$125,000.00)**.

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 Amendment by having legally-binding representatives affix their signatures below.

SUMMIT LAW GROUP

By _____
Signature Date

Type or Print Name

Title

Attest:

City Clerk

CITY OF SPOKANE

By _____
Signature Date

Type or Print Name

Title

Approved as to form:

Assistant City Attorney

22-110

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/1/2022

Clerk's File #

OPR 2022-0430

Renews #**Cross Ref #****Submitting Dept**

WATER & HYDROELECTRIC SERVICES

Contact Name/Phone

LOREN SEARL 509-625-7821

Project #**Contact E-Mail**

LSEARL@SPOKANECITY.ORG

Bid #**Agenda Item Type**

Purchase w/o Contract

Requisition #**Agenda Item Name**

4100 - PURCHASE OF 1" COPPER PIPE

Agenda Wording

The water department is requesting the approval for multiple purchases of 1" copper that has exceeded the council approval limits.

Summary (Background)

With supply chain issues, the department has been required to make lower level purchases of 1" copper not on value blanket to keep operations going. On March 17th a purchase was made from Core & main for 2820 feet at \$8.50 ft totaling \$26,127.30 On April 13th a purchase was made from Core & Main for 4020 feet at \$9.50 ft totaling \$41,188.93 We currently have the ability to purchase another 2640 feet from Core & Main at \$4.11 ft for a total of \$11,826.94 All purchases total \$79,143.17

Lease? NO

Grant related? NO

Public Works? YES

Fiscal Impact**Budget Account**

Expense \$ \$79,143.17

4100-42440-94340-56595

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

SEARL, LOREN

Study Session\Other

PIES 5/23/2022

Division Director

FEIST, MARLENE

Council Sponsor

CM Lori Kinnear

Finance

ALBIN-MOORE, ANGELA

Distribution List**Legal**

ODLE, MARI

For the Mayor

ORMSBY, MICHAEL

Additional Approvals**Purchasing**

Committee Agenda Sheet

Public Infrastructure, Environment & Sustainability (PIES)

Submitting Department	Water Department
Contact Name & Phone	Loren Searl (509)625-7821
Contact Email	lsearl@spokanecity.org
Council Sponsor(s)	Council Member Kinnear
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion
Agenda Item Name	Purchase of 1" copper pipe
Summary (Background)	<p>With current supply chain issues, the Water Department has not been able to receive the scheduled deliveries of copper from our spring purchase. In an attempt to keep inventory available to support continued developments and system maintenance needs, the department needed to purchase copper from additional sources.</p> <p>On March 17th a purchase was made from Core & main for 2820 feet of copper for \$8.50 ft totaling \$26,127.30</p> <p>On April 13th a purchase was made from Core & Main for 4020 feet of copper at \$9.50 ft totaling \$41,188.93</p> <p>We currently have the ability to purchase 2640' of copper from Core & Main at last year's pricing of \$4.11 ft for a total of \$11,826.94</p> <p>All purchases represent a total spend of \$79,143.17</p>
Proposed Council Action & Date:	Retroactive approval of prior purchases and current available purchase.
Fiscal Impact: Total Cost: Approved in current year budget? <input checked="" 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: Water Rates Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impacts	
What impacts would the proposal have on historically excluded communities? <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. 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 item supports the operations of Public Works.</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 – This work is designed to manage costs and continue service delivery in support of all citizens and taxpayers. It will not impact racial, gender identity, national origin, income level, disability, sexual orientation or other existing disparity factors.

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.

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/8/2022

Clerk's File #

CPR 2022-0002

Renews #**Cross Ref #****Submitting Dept**

ACCOUNTING

Contact Name/Phone

LEONARD DAVIS 625-6028

Project #**Contact E-Mail**

LDAVIS@SPOKANECITY.ORG

Bid #**Agenda Item Type**

Claim Item

Requisition #**Agenda Item Name**

5600-CLAIMS-2022

Agenda Wording

Report of the Mayor of pending claims & payments of previously approved obligations through: 6/3/2022.
Total:\$7,800,595.16 with Parks & Library claims being approved by their respective boards. Claims excluding
Parks & Library Total:\$7,717,657.23

Summary (Background)

Pages 1-36 Check numbers: 586616 - 586746 ACH payment numbers: 103545 - 103798 On file for review in
City Clerks Office: 36 Page listing of Claims Note:

Lease? NO

Grant related?

Public Works? NO

Fiscal Impact**Budget Account**

Expense \$ 7,717,657.23

Various

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

MURRAY, MICHELLE

Study Session\Other**Division Director**

WALLACE, TONYA

Council Sponsor**Finance**

MURRAY, MICHELLE

Distribution List**Legal**

PICCOLO, MIKE

For the Mayor

ORMSBY, MICHAEL

Additional Approvals**Purchasing**

REPORT: PG3620
SYSTEM: FMSAP
USER: MANAGER
RUN NO: 22

APPROVAL FUND SUMMARY

DATE: 06/06/22
TIME: 08:08
PAGE: 1

FUND	FUND NAME	AMOUNT
----	-----	-----
0100	GENERAL FUND	445,765.27
1100	STREET FUND	336,482.22
1200	CODE ENFORCEMENT FUND	9,494.98
1300	LIBRARY FUND	34,486.09
1340	HISTORIC PRESERVATION INCENTIV	4,675.00
1380	TRAFFIC CALMING MEASURES	5,532.35
1400	PARKS AND RECREATION FUND	55,184.66
1425	AMERICAN RESCUE PLAN	1,619.01
1460	PARKING METER REVENUE FUND	53,452.28
1560	FORFEITURES & CONTRIBUTION FND	50,199.95
1620	PUBLIC SAFETY & JUDICIAL GRANT	1,076.19
1625	PUBLIC SAFETY PERSONNEL FUND	6,421.86
1630	COMBINED COMMUNICATIONS CENTER	9,524.55
1640	COMMUNICATIONS BLDG M&O FUND	251.38
1680	CD/HS OPERATIONS	7,567.79
1910	CRIMINAL JUSTICE ASSISTANCE FD	361,716.10
1970	FIRE/EMS FUND	140,619.14
3200	ARTERIAL STREET FUND	1,121,464.17
4100	WATER DIVISION	259,559.91
4250	INTEGRATED CAPITAL MANAGEMENT	455,840.61
4300	SEWER FUND	141,278.76
4480	SOLID WASTE FUND	257,937.56
4600	GOLF FUND	8,217.73
4700	DEVELOPMENT SVCS CENTER	34,335.17
5100	FLEET SERVICES FUND	306,150.67
5110	FLEET SVCS EQUIP REPL FUND	4,276.07
5200	PUBLIC WORKS AND UTILITIES	12,973.50
5300	IT FUND	164,010.43
5400	REPROGRAPHICS FUND	5,298.95
5500	PURCHASING & STORES FUND	4,165.61
5600	ACCOUNTING SERVICES	21,322.10
5700	MY SPOKANE	8,678.30
5750	OFFICE OF PERFORMANCE MGMT	4,377.78
5800	RISK MANAGEMENT FUND	61,713.43
5810	WORKERS' COMPENSATION FUND	3,691.03
5820	UNEMPLOYMENT COMPENSATION FUND	537.67
5830	EMPLOYEES BENEFITS FUND	617,923.16
5900	FACILITIES MANAGEMENT FUND OPS	43,244.90
5901	ASSET MANAGEMENT FUND CAPITAL	7,873.53
6060	EMPLOYEES' RETIREMENT FUND	2,260.21
6070	FIREFIGHTERS' PENSION FUND	23,461.51
6080	POLICE PENSION FUND	22,175.37
6920	CLAIMS CLEARING FUND	796.07
6960	SALARY CLEARING FUND NEW	2,211,234.17
TOTAL:		7,328,867.19

REPORT: PG3640
 SYSTEM: FMSAP
 USER: MANAGER
 RUN NO: 22

CITY OF SPOKANE
 COUNCIL CHECK RANGE/TOTAL

DATE: 06/06/22
 TIME: 08:09
 PAGE: 1

CHECK #	VENDOR	CITY	LIBRARY	PARKS
	USE TAX AMOUNTS	1,147.14		17.09
00586616	ADVANCE AUTO PARTS	542.04		
00586617	DIRECT AUTOMOTIVE DISTRIBUTI	565.39		
00586618	ERIE LANDMARK COMPANY	11,720.00		
00586619	HI-LINE ELECTRIC CO	1,639.24		
00586620	KAISER FOUNDATION HEALTH PLA	625.00		
00586621	KAISER FOUNDATION HEALTH PLA	375.00		
00586622	KAISER FOUNDATION HEALTH PLA	250.00		
00586623	KAISER FOUNDATION HEALTH PLA	125.00		
00586624	PALOUSE POWER LLC	1,080.00		
00586625	JANET HADLEY	45.19		
00586626	WFG NATIONAL TITLE	94.82		
00586627	WATSON MANAGEMENT CO INC	553.68		
00586628	JENSEN REAL ESTATE INVESTORS	67.46		
00586629	RC SCHWARTZ & ASSOCIATES	154.85		
00586630	RONALD OVERSTREET	236.83		
00586631	REBECCA MASON	41.80		
00586632	ROI'S FURNITURE REPAIR &	95.47		
00586633	CHARLIE BUTTERFIELD	233.00		
00586634	DUSTIN DERN	191.00		
00586635	AARON HUMMEL	233.00		
00586636	GARRETT JENKS	242.19		
00586637	STEVE WILCH	217.00		
00586638	DAVID ALEX WILSIE	117.00		
00586639	CARTER STROM	12.93		
00586640	NORTH SPOKANE IRRIGATION	31.51		
00586641	DAVID OBBIE	49.25		
00586642	O'REILLY AUTOMOTIVE STORES I	39.17		
00586643	SIX ROBBLEES INC	74.82		
00586644	SPOKANE CITY TREASURER	553.68		
00586645	SPOKANE COUNTY LIBRARY	46,796.51		
00586646	US BANK	184.55		
00586647	CENTURYLINK		75.13	
00586648	LEVEL 3 FINANCING INC		790.02	
00586649	ANCILLARY ANALYTICAL SERVICE		100.00	
00586650	PUBLIC SAFETY TESTING INC	550.00		
00586651	BALL HORTICULTURAL CO			189.88
00586652	CALE AMERICA INC			695.77
00586653	SWIRE PACIFIC HOLDINGS, INC			91.41
00586654	UNIVERSAL ATHLETIC LLC			329.13
00586655	HABITAT FOR HUMANITY SPOKANE	38,500.00		
00586701	BIG SKY INDUSTRIAL/DIV OF	15,141.83		
00586702	CENTURYLINK	276.65		
00586703	JEFFREYS APPLIANCE SERVICE I	1,706.07		
00586704	SENTRY MANAGEMENT	76.00		
00586705	SPRAGUE 715 LLC	38.00		
00586706	SPOKANE FIRE DEPARTMENT	182.05		
00586707	SPOKANE ROOFING COMPANY INC	15,749.45		
00586708	VALLEY EMPIRE COLLECTION	345.17		
00586709	WM RECYCLE AMERICA LLC	27,627.07		
00586710	ADVANCE AUTO PARTS	22.23		
00586711	CENTURYLINK	210.38		
00586712	CHILD SUPPORT SERVICES	733.10		

REPORT: PG3640
 SYSTEM: FMSAP
 USER: MANAGER
 RUN NO: 22

CITY OF SPOKANE
 COUNCIL CHECK RANGE/TOTAL

DATE: 06/06/22
 TIME: 08:09
 PAGE: 2

CHECK #	VENDOR	CITY	LIBRARY	PARKS
00586713	NORFOLK IRON & METAL CO	2,161.09		
00586714	DANIEL H BRUNNER, TRUSTEE	200.00		
00586715	DIRECT AUTOMOTIVE DISTRIBUTI	593.28		
00586716	RICK GIDDINGS	133.00		
00586717	HUMAN RESOURCES	884.00		
00586718	ICMA RETIREMENT TRUST 457	440,140.08		
00586719	ICMA RETIREMENT TRUST 457 LO	49,547.74		
00586720	ING LIFE INSURANCE & ANNUITY	117,358.45		
00586721	MAC TILE & FLOOR LLC	65.00		
00586722	ROBERT PAINTER	299.00		
00586723	MAINSTREAM ELECTRIC	15.00		
00586724	YOST GALLAGHER CONSTRUCTION	25.00		
00586725	FABIAN GERHARD	757.69		
00586726	HUG CONSTRUCTION	408.16		
00586727	BLESSINGS UNDER THE BRIDGE	685.57		
00586728	KADE RONNINGEN	565.22		
00586729	AVA HUBBLE	230.85		
00586730	NEW JERSEY SUPPORT PAYMENT	162.50		
00586731	OFFICE OF THE ATTORNEY GENER	273.50		
00586732	PEOPLE QUALIFIED COMMITTEE	7.00		
00586733	PERFORMANCE RADIATOR PACIFIC	204.91		
00586734	PRE-PAID LEGAL SERVICES INC	377.10		
00586735	SAFETY KLEEN CORPORATION	1,631.26		
00586736	STATE DISBURSMENT UNIT	1,048.02		
00586737	ANDREW O. THEW	63.73		
00586738	T-MOBILE	96.07		
00586739	UNITED STATES TREASURY	12.50		
00586740	US BANK OR CITY TREASURER	1,574,898.00		
00586741	WA GET PROGRAM	345.00		
00586742	WA STATE SUPPORT REGISTRY OR	15,764.88		
00586743	JUNE WALLACE	1,008.22		
00586744	WESTERN STATES POLICE MEDICA	1,950.00		
00586745	WSCCCE, AFSCME, AFL-CIO	301.00		
00586746	KRISTEN ZIMMER	471.16		
80103545	ALSCO DIVISION OF ALSCO INC	1,428.67		160.96
80103546	NORTHWEST INDUSTRIAL SERVICE	195.00		
80103547	APPLIED INDUSTRIAL	90.19		
80103548	ARAMARK UNIFORM SERVICES	25.83		
80103549	ASPEN AERIALS INC	5,602.63		
80103550	ASSURANCE FITNESS REPAIR	742.13		
80103551	AVISTA CORPORATION	32,991.84		
80103552	AVISTA UTILITIES	4,440.98		
80103553	BAKER & TAYLOR BOOKS		3,298.75	
80103554	BATTERY SYSTEMS INC	1,393.81		
80103555	BEARING DISTRIBUTORS INC	121.25		
80103556	BUCK'S TIRE & AUTOMOTIVE	109.00		
80103557	LITHIA MOTORS PAYMENT	1,153.80		
80103558	CAMTEK INC	5,701.11		
80103559	CARAHSOFT TECHNOLOGY CORP	129,168.55		
80103560	CERTIFIED SECURITY SYSTEMS	87.20		
80103561	CINTAS CORPORATION NO 3	2,303.74		
80103562	CITY SERVICE VALCON LLC	5,796.76		
80103563	COLEMAN OIL COMPANY LLC	80,337.17		

REPORT: PG3640
SYSTEM: FMSAP
USER: MANAGER
RUN NO: 22

CITY OF SPOKANE
COUNCIL CHECK RANGE/TOTAL

DATE: 06/06/22
TIME: 08:09
PAGE: 3

CHECK #	VENDOR	CITY	LIBRARY	PARKS
80103564	COPIERS NORTHWEST INC	5,714.36		

80103565	COPPER STATE BOLT & NUT CO	920.60	
80103566	CORWIN OF SPOKANE LLC	60.92	
80103567	CUMMINS NORTHWEST LLC	1,275.35	
80103568	DELTA DENTAL OF WASHINGTON	15,882.41	
80103569	DEVRIES INFORMATION MANAGEME	112.02	
80103570	GWP HOLDINGS LLC	8,296.16	
80103571	ENVIRO-CLEAN EQUIPMENT INC	468.97	
80103572	EVERGREEN STATE TOWING LLC	965.74	
80103573	SHELLEY FAIRWEATHER-VEGA		102.46
80103574	FERGUSON ENTERPRISES INC	477.91	
80103575	FIREPOWER INC	597.87	
80103576	FRONTIER ENERGY INC	1,283.00	
80103577	FROSTY ICE/DIV OF R PLUM COR	130.80	
80103578	BRIDGESTONE AMERICAS INC	469.91	
80103579	GOODWILL INDUSTRIES OF THE	175,840.70	
80103580	WINGFOOT COMMERCIAL TIRE	25,664.09	
80103581	GORDON TRUCK CENTERS INC DBA	218.22	
80103582	H D FOWLER COMPANY	2,952.24	
80103583	HALME CONSTRUCTION INC	751,112.78	
80103584	HRA VEBA TRUST	500.00	
80103585	HUMANIX HUMAN RESOURCE		1,786.00
80103586	ICLEI USA - LOCAL	2,250.00	
80103587	INDUSTRIAL BOLT & SUPPLY INC	45.92	
80103588	INGRAM LIBRARY SERVICES LLC		314.02
80103589	INLAND PACIFIC HOSE & FITTIN	42.60	
80103590	INLAND POWER & LIGHT CO	440.86	
80103591	INTERFAITH HOSPITALITY	68,129.70	
80103592	JOHNSON CONTROLS FIRE	4,030.00	
80103593	KAISER FOUNDATION HEALTH PLA	99,254.86	
80103594	KENWORTH SALES COMPANY	13,747.07	
80103595	KATHERINE HOWARD	1,050.00	
80103596	LARIVIERE INC	185,375.70	
80103597	MAX J KUNEY COMPANY	206,459.39	
80103598	MCNEILUS TRUCK & MFG CO/DIV	1,203.25	
80103599	FORCE AMERICA DISTRIBUTING I	37.65	
80103600	MOTION AUTO SUPPLY	88.19	
80103601	NAPA AUTO PARTS	1,139.22	
80103602	NATIONAL COLOR GRAPHICS INC		1,833.38
80103603	NORCO INC	5,628.01	
80103604	NORTH COUNTRY SERVICES LLC	604.95	
80103605	NOVUS AUTO GLASS	393.75	
80103606	OWEN EQUIPMENT CO	40.46	
80103607	OXARC INC	2,796.21	
80103608	PAPE MACHINERY INC	1,150.63	
80103609	PREMERA BLUE CROSS	68,777.28	
80103610	RABBLE LLC		7,200.00
80103611	REHN & ASSOCIATES	1,500.00	
80103612	RWC INTERNATIONAL LTD	62.26	
80103613	SITEONE LANDSCAPE SUPPLY LLC	100.08	
80103614	SOLID WASTE SYSTEMS INC	5,529.20	
80103615	SPOKANE FIRE FIGHTERS BENEFI	16,500.00	
80103616	SPOKANE HARDWARE SUPPLY INC		328.44

REPORT: PG3640
 SYSTEM: FMSAP
 USER: MANAGER
 RUN NO: 22

CITY OF SPOKANE
 COUNCIL CHECK RANGE/TOTAL

DATE: 06/06/22
 TIME: 08:09
 PAGE: 4

CHECK #	VENDOR	CITY	LIBRARY	PARKS
80103617	SPOKANE HOUSE OF HOSE INC	959.62		
80103618	SPOKANE PUBLIC FACILITIES	466.52		
80103619	BRAD L WHITE	3,440.40		
80103620	TRAFFIC SAFETY SUPPLY INC	6,692.60		
80103621	TRANSPORT EQUIPMENT INC	1,701.33		

80103622	JOHNSON CONTROLS SECURITY		294.92
80103623	VERIZON WIRELESS	285.81	
80103624	VOLUNTEERS OF AMERICA OF	103,167.33	
80103625	WESTSIDE MOTORSPORTS	595.61	
80103626	ACI NORTHWEST INC		1,493.47
80103627	AEG PRESENTS LLC		5,470.00
80103628	ALSCO DIVISION OF ALSCO INC		52.28
80103629	AURORA WORLD INC		185.64
80103630	AVISTA UTILITIES		8,706.86
80103631	BIG BELLY SOLAR LLC		11,346.90
80103632	BJ CARD COMPANY		96.25
80103633	COLEMAN OIL COMPANY LLC		1,619.71
80103634	ELECTRONIC DATA COLLECTION	27,687.28	
80103635	EVERGREEN STATE TOWING LLC	9,919.00	
80103636	FIREPOWER INC		764.48
80103637	FORENSIC LOGIC LLC	50,199.95	
80103638	FREIGHT WAY INC		1,200.00
80103639	GARLAND THEATER	4,675.00	
80103640	HELENA AGRI-ENTERPRISES		10,832.96
80103641	KPFF CONSULTING ENGINEERS		9,000.35
80103642	LEADERSHIP SPOKANE		3,400.00
80103643	LAURI WEINMANN	3,416.02	
80103644	MEGAN PERKINS		630.00
80103645	MT SPOKANE		6,306.55
80103646	NORTHWEST FENCE COMPANY INC	4,272.75	
80103647	PARKEON INC	1,026.00	
80103648	PASSPORT LABS INC	7,680.03	
80103649	PREMERA BLUE CROSS OR	394,198.16	
80103650	SMITH WESTERN CO		2,587.43
80103651	NICOLE BEAM		250.00
80103652	SPOKANE COUNTY TREASURER	3,309.75	1,146.08
80103653	US BANK OR CITY TREASURER	33,832.25	
80103654	WEST CENTRAL COMMUNITY	465.80	
80103655	WILBUR ELLIS COMPANY		241.61
80103656	ADVANCED CHEMICAL TRANSPORT	842.45	
80103657	ALLIANT INSURANCE SERVICES I	9,050.00	
80103658	ANATEK LABS INC	400.00	
80103659	ASSETWORKS	22,696.41	
80103660	BARR-TECH LLC	88,983.88	
80103661	C & C YARD CARE	1,438.80	
80103662	COLEMAN OIL COMPANY LLC	20,024.44	
80103663	CONNELL OIL INC	3,329.96	
80103664	CONTROL SOLUTIONS NW INC	312.70	
80103665	ALTERNATIVE SERVICE CONCEPTS	27,547.58	
80103666	DIVCO INC	230.88	
80103667	EASTSIDE ELECTRIC MOTORS	3,260.50	
80103668	EDNETICS INC	539.56	
80103669	EUROFINS ENVIRONMENT TESTING	412.00	

REPORT: PG3640 CITY OF SPOKANE
SYSTEM: FMSAP COUNCIL CHECK RANGE/TOTAL
USER: MANAGER
RUN NO: 22

DATE: 06/06/22
TIME: 08:09
PAGE: 5

CHECK #	VENDOR	CITY	LIBRARY	PARKS
80103670	FASTENAL CO	1,912.26		
80103671	FELTON FIRE SERVICE LLC	736.30		
80103672	GALLS LLC	1,522.29		
80103673	GORDON TRUCK CENTERS INC DBA	183.67		
80103674	HUGHES FIRE EQUIPMENT INC	2,519.98		
80103675	INLAND ELEVATOR LLC	368.54		
80103676	JACOBS ENGINEERING GROUP INC	4,940.00		
80103677	KENWORTH SALES COMPANY	907.44		
80103678	FRIENDS OF KSPS	7,500.00		

80103679	LARIVIERE INC	268,946.52
80103680	LIFE ASSIST INC	1,592.25
80103681	MARTIN LUTHER KING JR FAMILY	24,375.00
80103682	NICHOLAS MORSE	60.00
80103683	NAPA AUTO PARTS	478.40
80103684	NORCO INC	177.89
80103685	OIL RE-REFINING CO INC	300.00
80103686	NATIONAL EMPLOYERS COUNCIL I	500.00
80103687	POMEGRANATE ASSOCIATES LLC	1,487.50
80103688	REHN & ASSOCIATES	1,522.00
80103689	REZATEC GLOBAL INC	40,000.00
80103690	RIVER PARK SQUARE LLC	1,800.00
80103691	ROBERT HALF INTERNATIONAL IN	5,114.62
80103692	ROGUE HEART MEDIA INC	5,613.50
80103693	SITEONE LANDSCAPE SUPPLY LLC	13.55
80103694	SPOKANE INT'L AIRPORT	784.08
80103695	TRAFFIC SAFETY SUPPLY INC	406.30
80103696	WA STATE DEPT OF ECOLOGY	1,075.56
80103697	WA STATE DEPT OF ECOLOGY	50,046.33
80103698	VICTOR J GIAMPIETRI II	600.00
80103699	WEAR-TEK INC	5,202.02
80103700	WESTERN REFUSE & RECYCLING	3,669.95
80103701	WESTERN STATES EQUIPMENT CO	8.58
80103702	WHELEN ENGINEERING CO INC	234.13
80103703	BRIAN M BARBERO	322.64
80103704	AARON BEAULAUER	322.64
80103705	WILLIS BERKSHIRE	322.64
80103706	JOSEPH BUCKNER	322.64
80103707	MICHAEL DONAHOE	322.64
80103708	CORY ERICKSON	322.64
80103709	KOLBY J FAIRCHILD	322.64
80103710	MALLORY HAUGEN	322.64
80103711	STEVEN HOLLAND	322.64
80103712	COLIN MCENTEE	322.64
80103713	PEYTON C MOSS	322.64
80103714	DEAN W PEARCY	217.20
80103715	JASE PISKULICK	322.64
80103716	WILLIAM H POWERS	322.64
80103717	ZACHARY TURNER	322.64
80103718	WYOMING WRECKER LLC	2,129.58
80103719	ALL SERVICE WEST TOWING	340.08
80103720	ROBERT EARL ALFORD	510.12
80103721	AVISTA UTILITIES	348.35
80103722	AVISTA UTILITIES	8,076.85

REPORT: PG3640
SYSTEM: FMSAP
USER: MANAGER
RUN NO: 22

CITY OF SPOKANE
COUNCIL CHECK RANGE/TOTAL

DATE: 06/06/22
TIME: 08:09
PAGE: 6

CHECK #	VENDOR	CITY	LIBRARY	PARKS
80103723	SPOKANE FIRE FIGHTERS BENEFIT	15,380.05		
80103724	ALEXANDER GOOD DEPOT LLC	13,368.00		
80103725	CAMTEK INC	13,496.91		
80103726	CINTAS CORPORATION NO 3	2,331.44		
80103727	COLEMAN OIL COMPANY LLC	46,769.47		
80103728	COLUMBIA ELECTRIC SUPPLY/DIV	26,726.61		
80103729	COMCAST	54.95		
80103730	CONNELL OIL INC	520.86		
80103731	COPIERS NORTHWEST INC	127.44		
80103732	COPPER STATE BOLT & NUT CO	615.68		
80103733	CORE & MAIN LP	29,163.18		
80103734	CORWIN OF SPOKANE LLC	43.48		
80103735	CUMMINS NORTHWEST LLC	6,441.72		

80103736	CHARLES R DELGADO	1,033.50
80103737	DELTA DENTAL OF WASHINGTON	34,489.77
80103738	DEVRIES INFORMATION MANAGEME	135.62
80103739	DIGNITARY PROTECTION TEAM FU	125.00
80103740	DIVINES TOWING/DIV OF	1,246.96
80103741	GWP HOLDINGS LLC	5,285.98
80103742	DOWL LLC	2,052.50
80103743	EDU MEMBERSHIP FUND	20.00
80103744	ENNIS-FLINT TRADING INC	38,360.70
80103745	FASTENAL CO	1,280.10
80103746	FEDERAL EXPRESS CORP/DBA FED	6.62
80103747	WINGFOOT COMMERCIAL TIRE	189.29
80103748	POLICE GUILD LEGAL DEFENSE	630.00
80103749	H D FOWLER COMPANY	9,551.38
80103750	H2 PRE-CAST INC	9,256.50
80103751	HDR ENGINEERING INC	67,329.43
80103752	CPM DEVELOPMENT CORP DBA	229,168.16
80103753	INLAND PACIFIC HOSE & FITTIN	8,936.26
80103754	INT'L ASSN OF FIREFIGHTERS/	57,982.77
80103755	LIFEWISE ASSURANCE CO	32,614.56
80103756	LT & CAPT ASSOCIATION	2,130.00
80103757	LTS & CPTS LEGAL DEFENSE FUN	44.00
80103758	M & P ASSOCIATION	2,699.01
80103759	MOSS-ADAMS LLP	9,240.00
80103760	NAPA AUTO PARTS	283.50
80103761	LEGEND INVSTMENTS CORP	1,635.00
80103762	NEPTUNE TECHNOLOGY GROUP INC	37,833.03
80103763	NORCO INC	705.68
80103764	NORLIFT INC	1,259.66
80103765	PACWEST MACHINERY LLC	22,998.10
80103766	SPOKANE POLICE GUILD	24,137.44
80103767	POM INC	158.06
80103768	PROVOST PROFESSIONAL	1,466.96
80103769	REHN & ASSOCIATES	20,942.78
80103770	SHAMROCK MANUFACTURING INC	13,103.65
80103771	SIGNS FOR SUCCESS INC	4,779.00
80103772	SOLID WASTE SYSTEMS INC	4,941.01
80103773	SPOKANE POLICE BENEFIT ASSOC	645.00
80103774	SPOKANE POLICE CHAPLAIN	3,056.50
80103775	SPOKANE POLICE K-9 MEMBERSHI	105.00

REPORT: PG3640

CITY OF SPOKANE

DATE: 06/06/22

SYSTEM: FMSAP

COUNCIL CHECK RANGE/TOTAL

TIME: 08:09

USER: MANAGER

PAGE: 7

RUN NO: 22

CHECK #	VENDOR	CITY	LIBRARY	PARKS
80103776	SPECIAL ASPHALT PRODUCTS	4,512.60		
80103777	SPOKANE COUNTY TREASURER	359,408.41		
80103778	SPOKANE HOUSE OF HOSE INC	90.30		
80103779	SPOKANE POLICE GUILD FRATERN	929.91		
80103780	SPOKANE POLICE SWAT TEAM	370.00		
80103781	SPOKANE POLICE TACTICAL TEAM	631.00		
80103782	PAUL TAPIA	2,730.00		
80103783	TOOLE DESIGN GROUP LLC	1,345.00		
80103784	TRAFFIC SAFETY SUPPLY INC	8,365.75		
80103785	UNITED WAY	353.50		
80103786	US BANK TRUST NA	869,003.22		
80103787	VERIZON WIRELESS	85.26		
80103788	WA ST COUNCIL OF CITY & COUN	28,238.29		
80103789	WENDLE FORD NISSAN ISUZU	2,756.82		
80103790	WESTSIDE MOTORSPORTS	201.68		
80103791	WILLIAMS TOWING & RECOVERY L	1,859.00		
80103792	MICHAEL J DAWSON	161.50		

80103793 MICHAEL J HUFFMAN
80103794 ERICA ANN JACOBO
80103795 JAMIE J MCINTYRE
80103796 MICHAEL J MCNAB
80103797 ROSE ORR
80103798 MEGHANN R STEINOLFSON

3,784.80
364.86
318.34
3,784.80
109.45
368.85

-----	-----	-----
7,717,657.23	16,123.12	66,814.81
		=====
CITYWIDE TOTAL:		7,800,595.16

REPORT: PG3630
SYSTEM: FMSAP
USER: MANAGER
RUN NO: 22

DATE: 06/06/22
TIME:
PAGE: 1

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 2

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

0020 - NONDEPARTMENTAL

MAC TILE & FLOOR LLC MARK MAIATSKYI	OTHR BUS REGISTRATIONS/PERMITS CHECK NO. - 00586721	65.00
SPOKANE COUNTY LIBRARY DISTRICT	CONTRACTUAL SERVICES CHECK NO. - 00586645	46,796.51
TOTAL FOR 0020 - NONDEPARTMENTAL		46,861.51

0030 - POLICE OMBUDSMAN

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	275.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	887.83
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	1,163.82
TOTAL FOR 0030 - POLICE OMBUDSMAN		2,326.65

0100 - GENERAL FUND

PALOUSE POWER LLC 4745 HIGHWAY 281 N	PERMIT REFUNDS PAYABLE CHECK NO. - 00586624	1,080.00
TOTAL FOR 0100 - GENERAL FUND		1,080.00

0230 - CIVIL SERVICE

AARON HUMMEL 3593 N SAWGRASS WAY	PROFESSIONAL SERVICES CHECK NO. - 00586635	233.00
CHARLIE BUTTERFIELD 1224 E REDWICK DR	PROFESSIONAL SERVICES CHECK NO. - 00586633	233.00
COPIERS NORTHWEST INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103564	226.73
DAVID ALEX WILSIE 4114 77TH AVE CT NW	PROFESSIONAL SERVICES CHECK NO. - 00586638	117.00
DUSTIN DERN 2855 E MELANY DR	PROFESSIONAL SERVICES CHECK NO. - 00586634	191.00
GARRETT JENKS 3881 PARADISE RD	PROFESSIONAL SERVICES CHECK NO. - 00586636	242.19
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	720.00

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 3

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

STEVE WILCH 16045 CLIFFROCK CT	PROFESSIONAL SERVICES CHECK NO. - 00586637	217.00
-----------------------------------	---	--------

US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	2,551.65
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	3,463.09
TOTAL FOR 0230 - CIVIL SERVICE		8,194.66

0260 - CITY CLERK

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	330.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	1,331.92
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	1,816.56
TOTAL FOR 0260 - CITY CLERK		3,478.48

0320 - COUNCIL

ICLEI USA - LOCAL GOVERNMENTS FOR SUSTAINABILITY	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80103586	2,250.00
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	1,250.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	4,133.87
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	5,064.47
TOTAL FOR 0320 - COUNCIL		12,698.34

0330 - PUBLIC AFFAIRS/COMMUNICATIONS

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	505.00
SPOKANE PUBLIC FACILITIES DISTRICT	PROFESSIONAL SERVICES ACH PMT NO. - 80103618	466.52
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	2,188.40
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	2,986.77

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 4

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

TOTAL FOR 0330 - PUBLIC AFFAIRS/COMMUNICATIONS	6,146.69
--	----------

0350 - COMMUNITY CENTERS

MARTIN LUTHER KING JR FAMILY	CONTRACTUAL SERVICES
------------------------------	----------------------

OUTREACH CENTER ACH PMT NO. - 80103681 24,375.00

TOTAL FOR 0350 - COMMUNITY CENTERS 24,375.00

0370 - ENGINEERING SERVICES

ARAMARK UNIFORM SERVICES	LAUNDRY/JANITORIAL SERVICES	
AUS WEST LOCKBOX	ACH PMT NO. - 80103548	25.83
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	3,170.00
T-MOBILE	CELL PHONE	
	CHECK NO. - 00586738	12.58
T-MOBILE	IT/DATA SERVICES	
	CHECK NO. - 00586738	83.49
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	12,736.16
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	16,962.62

TOTAL FOR 0370 - ENGINEERING SERVICES 32,990.68

0410 - FINANCE

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	770.00
ROBERT HALF INTERNATIONAL INC	CONTRACTUAL SERVICES	
dba: ACOUNTEMP;OFFICETEAM	ACH PMT NO. - 80103691	1,591.61
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	2,873.68
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	3,842.04

TOTAL FOR 0410 - FINANCE 9,077.33

0430 - GRANTS MANAGEMENT

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	86.26

HONORABLE MAYOR 06/06/22
AND COUNCIL MEMBERS PAGE 5

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ROBERT HALF INTERNATIONAL INC	CONTRACTUAL SERVICES	
dba: ACOUNTEMP;OFFICETEAM	ACH PMT NO. - 80103691	1,904.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	484.58
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	654.50

TOTAL FOR 0430 - GRANTS MANAGEMENT 3,129.34

0450 - NEIGHBHD HOUSING HUMAN SVCS

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	175.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	479.02
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	570.14
TOTAL FOR 0450 - NEIGHBHD HOUSING HUMAN SVCS		1,224.16

0470 - HISTORIC PRESERVATION

ERIE LANDMARK COMPANY BRONZE BY ZIMMERMAN	OPERATING SUPPLIES CHECK NO. - 00586618	11,720.00
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	160.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	528.13
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	697.66
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	1,054.80
TOTAL FOR 0470 - HISTORIC PRESERVATION		14,160.59

0480 - OFFICE OF CIVIL RIGHTS

US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	208.75
TOTAL FOR 0480 - OFFICE OF CIVIL RIGHTS		208.75

0500 - LEGAL

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 6

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

CARTER STROM 2020 W COURTLAND	WITNESS FEES CHECK NO. - 00586639	12.93
CERTIFIED SECURITY SYSTEMS SPOKANE SECURITY SYSTEMS INC	MISC SERVICES/CHARGES ACH PMT NO. - 80103560	87.20
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	1,755.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	9,473.59
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	12,436.20

TOTAL FOR 0500 - LEGAL

23,764.92

0520 - MAYOR

ICMA RETIREMENT TRUST 457 DEFERRED COMPENSATION-MATCHING
% FIRST NATIONAL BANK OF MD CHECK NO. - 00586718 450.00

US BANK OR CITY TREASURER SOCIAL SECURITY
EMP BENEFITS (CITY) CHECK NO. - 00586740 2,646.23

US BANK TRUST NA RETIREMENT
OR CITY OF SPOKANE ACH PMT NO. - 80103786 2,567.31

TOTAL FOR 0520 - MAYOR

5,663.54

0550 - NEIGHBORHOOD SERVICES

ICMA RETIREMENT TRUST 457 DEFERRED COMPENSATION-MATCHING
% FIRST NATIONAL BANK OF MD CHECK NO. - 00586718 205.00

US BANK OR CITY TREASURER SOCIAL SECURITY
EMP BENEFITS (CITY) CHECK NO. - 00586740 1,067.12

US BANK TRUST NA RETIREMENT
OR CITY OF SPOKANE ACH PMT NO. - 80103786 1,431.80

TOTAL FOR 0550 - NEIGHBORHOOD SERVICES

2,703.92

0560 - MUNICIPAL COURT

COMCAST IT/DATA SERVICES
 ACH PMT NO. - 80103729 54.95

DEVRIES INFORMATION MANAGEMENT MISC SERVICES/CHARGES
 ACH PMT NO. - 80103738 105.30

ICMA RETIREMENT TRUST 457 DEFERRED COMPENSATION-MATCHING
% FIRST NATIONAL BANK OF MD CHECK NO. - 00586718 1,925.00

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 7

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK BANK FEES
TREASURY MANAGEMENT SERVICES CHECK NO. - 00586646 184.55

US BANK OR CITY TREASURER SOCIAL SECURITY
EMP BENEFITS (CITY) CHECK NO. - 00586740 8,133.24

US BANK TRUST NA RETIREMENT
OR CITY OF SPOKANE ACH PMT NO. - 80103786 11,196.51

TOTAL FOR 0560 - MUNICIPAL COURT

21,599.55

0570 - OFFICE OF HEARING EXAMINER

ICMA RETIREMENT TRUST 457 DEFERRED COMPENSATION-MATCHING
% FIRST NATIONAL BANK OF MD CHECK NO. - 00586718 160.00

US BANK OR CITY TREASURER SOCIAL SECURITY

EMP BENEFITS (CITY)	CHECK NO. - 00586740	526.30
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	723.24
TOTAL FOR 0570 - OFFICE OF HEARING EXAMINER		1,409.54

0620 - HUMAN RESOURCES

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	491.25
MEGHANN R STEINOLFSON	LOCAL MILEAGE	
	ACH PMT NO. - 80103798	236.35
MEGHANN R STEINOLFSON	PER DIEM	
	ACH PMT NO. - 80103798	132.50
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	2,133.25
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	2,627.19
TOTAL FOR 0620 - HUMAN RESOURCES		5,620.54

0650 - PLANNING SERVICES

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	895.00
SIGNS FOR SUCCESS INC	PRINTING/BINDING/REPRO	
	ACH PMT NO. - 80103771	4,779.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	3,583.87

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 8

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	4,487.55
TOTAL FOR 0650 - PLANNING SERVICES		13,745.42

0680 - POLICE

ALEXANDER GOOD DEPOT LLC	OPERATING RENTALS/LEASES	
C/O BLACK REALTY MGMT	ACH PMT NO. - 80103724	13,368.00
ALL SERVICE WEST TOWING	TOWING EXPENSE	
	ACH PMT NO. - 80103719	340.08
DIVINES TOWING/DIV OF	TOWING EXPENSE	
DIVINE CORP	ACH PMT NO. - 80103740	1,246.96
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	74,127.15
LAURI WEINMANN	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80103643	3,416.02

MICHAEL J HUFFMAN	TUITION REIMBURSEMENT ACH PMT NO. - 80103793	3,784.80
MICHAEL J MCNAB	TUITION REIMBURSEMENT ACH PMT NO. - 80103796	3,784.80
PUBLIC SAFETY TESTING INC	PROFESSIONAL SERVICES CHECK NO. - 00586650	550.00
REHN & ASSOCIATES SPOKANE CITY TREASURER	HRA-POST EMPLOYMENT ACH PMT NO. - 80103611	1,500.00
ROBERT EARL ALFORD dba ALL SERVICE EAST TOWING	TOWING EXPENSE ACH PMT NO. - 80103720	510.12
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	43,850.75
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	25,848.37
WEST CENTRAL COMMUNITY DEVELOPMENT ASSOCIATION INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80103654	465.80
WESTERN STATES POLICE MEDICAL TRUST	VEBA MEDICAL SAVINGS-POLICE CHECK NO. - 00586744	975.00
WILLIAMS TOWING & RECOVERY LLC	TOWING EXPENSE ACH PMT NO. - 80103791	1,859.00
WYOMING WRECKER LLC DBA AA ACES TOWING	TOWING EXPENSE ACH PMT NO. - 80103718	2,129.58

TOTAL FOR 0680 - POLICE

177,756.43

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 9

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

0690 - COMMUNITY JUSTICE SERVICES

DEVRIES INFORMATION MANAGEMENT	MISC SERVICES/CHARGES ACH PMT NO. - 80103738	15.96
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	675.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	2,499.10
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	3,341.52
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80103787	85.26

TOTAL FOR 0690 - COMMUNITY JUSTICE SERVICES

6,616.84

0700 - PUBLIC DEFENDER

CHARLES R DELGADO DBA DELGADO INVESTIGATIONS LLC	LEGAL SERVICES ACH PMT NO. - 80103736	1,033.50
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	

% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	1,130.00
PAUL TAPIA	LEGAL SERVICES	
TAPIA INVESTIGATIVE SERVICES	ACH PMT NO. - 80103782	2,730.00
PROVOST PROFESSIONAL	LEGAL SERVICES	
INVESTIGATIONS	ACH PMT NO. - 80103768	1,466.96
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	5,884.60
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	7,613.19

TOTAL FOR 0700 - PUBLIC DEFENDER		19,858.25
----------------------------------	--	-----------

0750 - COMMUNITY/ECONOMIC DEV DVSN

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	100.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	412.85
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	561.29

TOTAL FOR 0750 - COMMUNITY/ECONOMIC DEV DVSN		1,074.14
--	--	----------

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 10

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

1100 - STREET FUND

COPIERS NORTHWEST INC	OPERATING SUPPLIES	
	ACH PMT NO. - 80103731	127.44
CPM DEVELOPMENT CORP DBA	REPAIR & MAINTENANCE SUPPLIES	
INLAND ASPHALT COMPANY	ACH PMT NO. - 80103752	229,168.16
ENNIS-FLINT TRADING INC	REPAIR & MAINTENANCE SUPPLIES	
	ACH PMT NO. - 80103744	38,360.70
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	4,331.00
KAISER FOUNDATION HEALTH PLAN	MEDICAL SERVICES	
OF WASHINGTON	CHECK NO. - 00586620	625.00
SHAMROCK MANUFACTURING INC	REPAIR & MAINTENANCE SUPPLIES	
	ACH PMT NO. - 80103770	13,103.65
TRAFFIC SAFETY SUPPLY INC	REPAIR & MAINTENANCE SUPPLIES	
	ACH PMT NO. - 80103784	8,365.75
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	18,178.78
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	24,221.74

TOTAL FOR 1100 - STREET FUND		336,482.22
------------------------------	--	------------

1200 - CODE ENFORCEMENT FUND

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	790.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	3,883.17
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	4,821.81
TOTAL FOR 1200 - CODE ENFORCEMENT FUND		9,494.98

1300 - LIBRARY FUND

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	1,865.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	14,071.70
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	18,549.39

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 11

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

TOTAL FOR 1300 - LIBRARY FUND	34,486.09
-------------------------------	-----------

1340 - HISTORIC PRESERVATION INCENTIV

GARLAND THEATER	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80103639	4,675.00
TOTAL FOR 1340 - HISTORIC PRESERVATION INCENTIV		4,675.00

1380 - TRAFFIC CALMING MEASURES

AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE	
	ACH PMT NO. - 80103721	348.35
DOWL LLC	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80103742	2,052.50
POMEGRANATE ASSOCIATES LLC	CONTRACTUAL SERVICES	
MILENKO MATANOVIC	ACH PMT NO. - 80103687	1,487.50
ROBERT PAINTER	SCHOOL ZONE SPEED CAMERA FINE	
15005 W AUTUMN LN	CHECK NO. - 00586722	299.00
TOOLE DESIGN GROUP LLC	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80103783	1,345.00
TOTAL FOR 1380 - TRAFFIC CALMING MEASURES		5,532.35

1400 - PARKS AND RECREATION FUND

ANDREW O. THEW	PER DIEM CHECK NO. - 00586737	63.73
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	4,575.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	26,235.56
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	24,310.37
TOTAL FOR 1400 - PARKS AND RECREATION FUND		55,184.66

1425 - AMERICAN RESCUE PLAN

ROBERT HALF INTERNATIONAL INC dba: ACCOUNTemps;OFFICETEAM	CONTRACTUAL SERVICES ACH PMT NO. - 80103691	1,619.01
TOTAL FOR 1425 - AMERICAN RESCUE PLAN		1,619.01

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 12

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

1460 - PARKING METER REVENUE FUND

ELECTRONIC DATA COLLECTION CORPORATION	LEGAL SERVICES ACH PMT NO. - 80103634	2,032.50
ELECTRONIC DATA COLLECTION CORPORATION	SUBSCRIPTION BASED IT ARNGMTS ACH PMT NO. - 80103634	25,654.78
EVERGREEN STATE TOWING LLC DBA SPOKANE VALLEY TOWING	CONTRACTUAL SERVICES ACH PMT NO. - 80103635	9,919.00
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	626.95
PARKEON INC DBA FLOWBIRD INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103647	1,026.00
PASSPORT LABS INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103648	7,680.03
POM INC	OPERATING SUPPLIES ACH PMT NO. - 80103767	158.06
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	2,676.01
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	3,586.61
WA STATE DEPT OF REVENUE	CONTRACTUAL SERVICES -	92.34
TOTAL FOR 1460 - PARKING METER REVENUE FUND		53,452.28

1560 - FORFEITURES & CONTRIBUTION FND

FORENSIC LOGIC LLC	SOFTWARE MAINTENANCE
--------------------	----------------------

ACH PMT NO. - 80103637 50,199.95

TOTAL FOR 1560 - FORFEITURES & CONTRIBUTION FND 50,199.95

1620 - PUBLIC SAFETY & JUDICIAL GRANT

ICMA RETIREMENT TRUST 457 DEFERRED COMPENSATION-MATCHING
% FIRST NATIONAL BANK OF MD CHECK NO. - 00586718 805.39

US BANK OR CITY TREASURER SOCIAL SECURITY
EMP BENEFITS (CITY) CHECK NO. - 00586740 270.80

TOTAL FOR 1620 - PUBLIC SAFETY & JUDICIAL GRANT 1,076.19

1625 - PUBLIC SAFETY PERSONNEL FUND

HONORABLE MAYOR 06/06/22
AND COUNCIL MEMBERS PAGE 13

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ICMA RETIREMENT TRUST 457 DEFERRED COMPENSATION-MATCHING
% FIRST NATIONAL BANK OF MD CHECK NO. - 00586718 2,263.35

ING LIFE INSURANCE & ANNUITY DEFERRED COMPENSATION-MATCHING
OR CITY OF SPOKANE TREASURER CHECK NO. - 00586720 1,362.78

US BANK OR CITY TREASURER SOCIAL SECURITY
EMP BENEFITS (CITY) CHECK NO. - 00586740 2,058.84

US BANK TRUST NA RETIREMENT
OR CITY OF SPOKANE ACH PMT NO. - 80103786 736.89

TOTAL FOR 1625 - PUBLIC SAFETY PERSONNEL FUND 6,421.86

1630 - COMBINED COMMUNICATIONS CENTER

ICMA RETIREMENT TRUST 457 DEFERRED COMPENSATION-MATCHING
% FIRST NATIONAL BANK OF MD CHECK NO. - 00586718 284.89

ING LIFE INSURANCE & ANNUITY DEFERRED COMPENSATION-MATCHING
OR CITY OF SPOKANE TREASURER CHECK NO. - 00586720 1,743.12

SPOKANE FIRE FIGHTERS BENEFIT TRUST VEBA POST EMPLOYMENT
ACH PMT NO. - 80103615 1,000.00

US BANK OR CITY TREASURER SOCIAL SECURITY
EMP BENEFITS (CITY) CHECK NO. - 00586740 3,027.62

US BANK TRUST NA RETIREMENT
OR CITY OF SPOKANE ACH PMT NO. - 80103786 3,468.92

TOTAL FOR 1630 - COMBINED COMMUNICATIONS CENTER 9,524.55

1640 - COMMUNICATIONS BLDG M&O FUND

CONTROL SOLUTIONS NW INC BUILDING REPAIRS/MAINTENANCE
ACH PMT NO. - 80103664 251.38

TOTAL FOR 1640 - COMMUNICATIONS BLDG M&O FUND 251.38

1680 - CD/HS OPERATIONS

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	368.74
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	3,505.04
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	3,694.01

TOTAL FOR 1680 - CD/HS OPERATIONS 7,567.79

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 14

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

1910 - CRIMINAL JUSTICE ASSISTANCE FD

SPOKANE COUNTY TREASURER	SPOKANE COUNTY	
	ACH PMT NO. - 80103777	359,408.41
VOLUNTEERS OF AMERICA OF	CONTRACTUAL SERVICES	
EASTERN WA & N IDAHO	ACH PMT NO. - 80103624	2,307.69

TOTAL FOR 1910 - CRIMINAL JUSTICE ASSISTANCE FD 361,716.10

1970 - FIRE/EMS FUND

AARON BEAULAUER	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103704	322.64
BRIAN M BARBERO	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103703	322.64
CENTURYLINK	TELEPHONE	
	CHECK NO. - 00586702	276.65
COLEMAN OIL COMPANY LLC	MOTOR FUEL-OUTSIDE VENDOR	
	ACH PMT NO. - 80103662	20,024.44
COLIN MCENTEE	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103712	322.64
CONNELL OIL INC	VEHICLE REPAIR & MAINT SUPPLY	
DBA CO-ENERGY	ACH PMT NO. - 80103663	3,329.96
CONTROL SOLUTIONS NW INC	BUILDING REPAIRS/MAINTENANCE	
	ACH PMT NO. - 80103664	61.32
CORY ERICKSON	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103708	322.64
DEAN W PEARCY	AIRFARE	
	ACH PMT NO. - 80103714	217.20
FASTENAL CO	MINOR EQUIPMENT	
	ACH PMT NO. - 80103670	16.58
FASTENAL CO	OFFICE SUPPLIES	
	ACH PMT NO. - 80103670	69.10

FASTENAL CO	OPERATING SUPPLIES	
	ACH PMT NO. - 80103670	1,642.60
FASTENAL CO	REPAIR & MAINTENANCE SUPPLIES	
	ACH PMT NO. - 80103670	183.98
FEDERAL EXPRESS CORP/DBA FEDEX	POSTAGE	
	ACH PMT NO. - 80103746	6.62
GALLS LLC	CLOTHING	
	ACH PMT NO. - 80103672	1,522.29

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 15

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

GORDON TRUCK CENTERS INC DBA PACIFIC TRUCK CENTERS	VEHICLE REPAIR & MAINT SUPPLY	
	ACH PMT NO. - 80103673	183.67
HRA VEBA TRUST HRA VEBA TRUST CONTRIBUTIONS	VEBA POST EMPLOYMENT	
	ACH PMT NO. - 80103584	500.00
HUGHES FIRE EQUIPMENT INC	VEHICLE REPAIR & MAINT SUPPLY	
	ACH PMT NO. - 80103674	2,519.98
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING	
	CHECK NO. - 00586718	9,578.33
ING LIFE INSURANCE & ANNUITY OR CITY OF SPOKANE TREASURER	DEFERRED COMPENSATION-MATCHING	
	CHECK NO. - 00586720	39,439.24
JAMIE J MCINTYRE	OTHER TRANSPORTATION EXPENSES	
	ACH PMT NO. - 80103795	53.34
JAMIE J MCINTYRE	PER DIEM	
	ACH PMT NO. - 80103795	265.00
JASE PISKULICK	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103715	322.64
JEFFREYS APPLIANCE SERVICE INC	EQUIPMENT REPAIRS/MAINTENANCE	
	CHECK NO. - 00586703	366.19
JEFFREYS APPLIANCE SERVICE INC	REPAIR & MAINTENANCE SUPPLIES	
	CHECK NO. - 00586703	1,339.88
JOSEPH BUCKNER	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103706	322.64
KOLBY J FAIRCHILD	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103709	322.64
LIFE ASSIST INC	SAFETY SUPPLIES	
	ACH PMT NO. - 80103680	1,592.25
MALLORY HAUGEN	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103710	322.64
MICHAEL DONAHOE	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80103707	322.64
MICHAEL J DAWSON	PER DIEM	
	ACH PMT NO. - 80103792	161.50
NAPA AUTO PARTS GENUINE PARTS CO	MINOR EQUIPMENT	
	ACH PMT NO. - 80103683	66.23

NAPA AUTO PARTS GENUINE PARTS CO	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103683	412.17
NICHOLAS MORSE EMPLOYEE #23302	REGISTRATION/SCHOOLING ACH PMT NO. - 80103682	60.00
NORCO INC	SAFETY SUPPLIES ACH PMT NO. - 80103684	177.89

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 16

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

PEYTON C MOSS	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80103713	322.64
SENTRY MANAGEMENT 1110 W PARK PLACE	PERMIT REFUNDS PAYABLE CHECK NO. - 00586704	76.00
SITEONE LANDSCAPE SUPPLY LLC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80103693	13.55
SPOKANE FIRE DEPARTMENT IMPREST FUND	MINOR EQUIPMENT CHECK NO. - 00586706	69.38
SPOKANE FIRE DEPARTMENT IMPREST FUND	OPERATING SUPPLIES CHECK NO. - 00586706	64.11
SPOKANE FIRE DEPARTMENT IMPREST FUND	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00586706	32.22
SPOKANE FIRE DEPARTMENT IMPREST FUND	VEHICLE REPAIR & MAINT SUPPLY CHECK NO. - 00586706	16.34
SPOKANE FIRE FIGHTERS BENEFIT TRUST	VEBA POST EMPLOYMENT ACH PMT NO. - 80103615	15,500.00
SPRAGUE 715 LLC 1215 N MCDONALD RD	PERMIT REFUNDS PAYABLE CHECK NO. - 00586705	38.00
STEVEN HOLLAND	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80103711	322.64
TRAFFIC SAFETY SUPPLY INC	MINOR EQUIPMENT ACH PMT NO. - 80103695	406.30
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	29,889.26
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	5,696.48
WHELEN ENGINEERING CO INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103702	234.13
WILLIAM H POWERS	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80103716	322.64
WILLIS BERKSHIRE	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80103705	322.64
ZACHARY TURNER	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80103717	322.64

TOTAL FOR 1970 - FIRE/EMS FUND

140,619.14

3200 - ARTERIAL STREET FUND

H2 PRE-CAST INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80103750	9,256.50
-----------------	--	----------

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 17

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

HALME CONSTRUCTION INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80103583	751,112.78
LARIVIERE INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80103596	185,375.70
LEGEND INVSTMENTS CORP DBA NATIONAL BARRICADE CO OF	PROFESSIONAL SERVICES ACH PMT NO. - 80103761	1,635.00
MAX J KUNEY COMPANY	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80103597	174,084.19

TOTAL FOR 3200 - ARTERIAL STREET FUND	1,121,464.17
---------------------------------------	--------------

4100 - WATER DIVISION

ANATEK LABS INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103658	400.00
CAMTEK INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103725	13,496.91
CENTURYLINK	TELEPHONE CHECK NO. - 00586711	145.39
CINTAS CORPORATION NO 3 LOC 606	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80103726	2,913.79
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80103564	256.55
COPPER STATE BOLT & NUT CO	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80103565	920.60
CORE & MAIN LP	INVENTORY PURCHASES FOR WATER ACH PMT NO. - 80103733	29,163.18
FASTENAL CO	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80103745	1,280.10
FERGUSON ENTERPRISES INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80103574	477.91
FIREPOWER INC	ALARM/SECURITY SERVICES ACH PMT NO. - 80103575	241.76
FRIENDS OF KSPS	CONTRACTUAL SERVICES ACH PMT NO. - 80103678	7,500.00
H D FOWLER COMPANY	INVENTORY PURCHASES FOR WATER ACH PMT NO. - 80103749	12,195.92
H D FOWLER COMPANY	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80103749	307.70
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	7,890.00

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

INLAND PACIFIC HOSE & FITTINGS INC	MINOR EQUIPMENT ACH PMT NO. - 80103753	8,936.26
INLAND POWER & LIGHT CO	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80103590	440.86
JANET HADLEY 25680 N WINSOME DR	REFUNDS CHECK NO. - 00586625	8.95
JENSEN REAL ESTATE INVESTORS INC	REFUNDS CHECK NO. - 00586628	67.46
KRISTEN ZIMMER	OTHER TRANSPORTATION EXPENSES CHECK NO. - 00586746	345.16
KRISTEN ZIMMER	PER DIEM CHECK NO. - 00586746	126.00
NEPTUNE TECHNOLOGY GROUP INC	INVENTORY PURCHASES FOR WATER ACH PMT NO. - 80103762	18,542.21
NEPTUNE TECHNOLOGY GROUP INC	MACHINERY/EQUIPMENT ACH PMT NO. - 80103762	19,290.82
NORCO INC	MINOR EQUIPMENT ACH PMT NO. - 80103603	5,628.01
NORCO INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80103763	705.68
NORFOLK IRON & METAL CO DBA CDA METALS	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00586713	2,161.09
OXARC INC	OPERATING SUPPLIES ACH PMT NO. - 80103607	2,796.21
RC SCHWARTZ & ASSOCIATES 159 S COWLEY ST	REFUNDS CHECK NO. - 00586629	154.85
REZATEC GLOBAL INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103689	40,000.00
ROGUE HEART MEDIA INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103692	5,613.50
ROI'S FURNITURE REPAIR & REFINISH	REFUNDS CHECK NO. - 00586632	10.95
RONALD OVERSTREET 1715 E ROCKWOOD BLVD	REFUNDS CHECK NO. - 00586630	189.19
SPOKANE CITY TREASURER	REFUNDS CHECK NO. - 00586644	553.68
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	32,460.79
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	43,767.61

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

WATSON MANAGEMENT CO INC	REFUNDS	
102 E BALDWIN	CHECK NO. - 00586627	514.17
WFG NATIONAL TITLE	REFUNDS	
1420 N MULLAN	CHECK NO. - 00586626	56.65

TOTAL FOR 4100 - WATER DIVISION	-----	259,559.91
---------------------------------	-------	------------

4250 - INTEGRATED CAPITAL MANAGEMENT

COLUMBIA ELECTRIC SUPPLY/DIV	CONSTRUCTION OF FIXED ASSETS	
CONSOLIDATED ELECTRICAL	ACH PMT NO. - 80103728	26,726.61
HDR ENGINEERING INC	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80103751	67,329.43
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	790.00
LARIVIERE INC	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80103679	268,946.52
MAX J KUNEY COMPANY	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80103597	32,375.20
RIVER PARK SQUARE LLC	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80103690	1,800.00
ROI'S FURNITURE REPAIR & REFINISH	REFUNDS	
	CHECK NO. - 00586632	45.10
RONALD OVERSTREET	REFUNDS	
1715 E ROCKWOOD BLVD	CHECK NO. - 00586630	32.18
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	3,261.91
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	4,442.00
WA STATE DEPT OF ECOLOGY	INTEREST ON LONG TERM DEBT	
	ACH PMT NO. - 80103697	17,098.70
WA STATE DEPT OF ECOLOGY	INTERGOVERNMENTAL LOANS	
	ACH PMT NO. - 80103697	32,947.63
WATSON MANAGEMENT CO INC	REFUNDS	
102 E BALDWIN	CHECK NO. - 00586627	17.16
WFG NATIONAL TITLE	REFUNDS	
1420 N MULLAN	CHECK NO. - 00586626	28.17

TOTAL FOR 4250 - INTEGRATED CAPITAL MANAGEMENT	-----	455,840.61
--	-------	------------

4300 - SEWER FUND

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 20

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

JANET HADLEY	REFUNDS
--------------	---------

25680 N WINSOME DR	CHECK NO. - 00586625	36.24
REBECCA MASON	REFUNDS	
5317 S PALOUSE HIGHWAY	CHECK NO. - 00586631	22.83
ROI'S FURNITURE REPAIR & REFINISH	REFUNDS	
	CHECK NO. - 00586632	39.42
RONALD OVERSTREET	REFUNDS	
1715 E ROCKWOOD BLVD	CHECK NO. - 00586630	15.46
WATSON MANAGEMENT CO INC	REFUNDS	
102 E BALDWIN	CHECK NO. - 00586627	20.85

TOTAL FOR 4300 - SEWER FUND		134.80

4310 - SEWER MAINTENANCE DIVISION

ALSCO DIVISION OF ALSCO INC	LAUNDRY/JANITORIAL SERVICES	
	ACH PMT NO. - 80103545	714.34
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE	
	ACH PMT NO. - 80103552	1,566.89
AVISTA UTILITIES	UTILITY NATURAL GAS	
	ACH PMT NO. - 80103552	502.96
CITY SERVICE VALCON LLC	MOTOR FUEL-OUTSIDE VENDOR	
	ACH PMT NO. - 80103562	5,796.76
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES	
	ACH PMT NO. - 80103564	827.28
DEVRIES INFORMATION MANAGEMENT	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80103569	7.98
FROSTY ICE/DIV OF R PLUM CORP	REPAIR & MAINTENANCE SUPPLIES	
EMPIRE COLD STORAGE & FROSTY	ACH PMT NO. - 80103577	130.80
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	2,255.00
KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	MEDICAL SERVICES	
	CHECK NO. - 00586622	250.00
NORTHWEST INDUSTRIAL SERVICES DBA AMERICAN ON SITE SERVICES	OPERATING RENTALS/LEASES	
	ACH PMT NO. - 80103546	195.00
SITEONE LANDSCAPE SUPPLY LLC	REPAIR & MAINTENANCE SUPPLIES	
	ACH PMT NO. - 80103613	100.08
SPOKANE ROOFING COMPANY INC	BUILDING REPAIRS/MAINTENANCE	
	CHECK NO. - 00586707	15,749.45
TRAFFIC SAFETY SUPPLY INC	SAFETY SUPPLIES	
	ACH PMT NO. - 80103620	6,692.60

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 21

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	8,714.09
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	11,784.57

TOTAL FOR 4310 - SEWER MAINTENANCE DIVISION

55,287.80

4320 - RIVERSIDE PARK RECLAMATION FAC

CENTURYLINK	TELEPHONE CHECK NO. - 00586711	64.99
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80103564	364.48
EUROFINS ENVIRONMENT TESTING NORTHWEST LLC	TESTING SERVICES ACH PMT NO. - 80103669	412.00
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	6,345.00
KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	MEDICAL SERVICES CHECK NO. - 00586621	375.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	26,566.24
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	36,468.21

TOTAL FOR 4320 - RIVERSIDE PARK RECLAMATION FAC

70,595.92

4330 - STORMWATER

ALSCO DIVISION OF ALSCO INC	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80103545	714.33
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80103552	2,194.62
AVISTA UTILITIES	UTILITY NATURAL GAS ACH PMT NO. - 80103552	141.86
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	1,410.00
NORTH SPOKANE IRRIGATION DIST #8	PUBLIC UTILITY SERVICE CHECK NO. - 00586640	31.51
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	4,322.21
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	5,794.11

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 22

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

TOTAL FOR 4330 - STORMWATER

14,608.64

4360 - ENVIRONMENTAL PROGRAMS

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	75.00
--	--	-------

US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	243.84
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	332.76
TOTAL FOR 4360 - ENVIRONMENTAL PROGRAMS		651.60

4480 - SOLID WASTE FUND

BLESSINGS UNDER THE BRIDGE PO BOX 14317	REFUNDS CHECK NO. - 00586727	685.57
REBECCA MASON 5317 S PALOUSE HIGHWAY	REFUNDS CHECK NO. - 00586631	18.97
TOTAL FOR 4480 - SOLID WASTE FUND		704.54

4490 - SOLID WASTE DISPOSAL

ADVANCED CHEMICAL TRANSPORT DBA ACTENVIRO	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80103656	842.45
BIG SKY INDUSTRIAL/DIV OF ROCHELLE CONSTRUCTION SERVICES	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00586701	15,141.83
DIVCO INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103666	230.88
EASTSIDE ELECTRIC MOTORS INTEGRATED POWER SERVICES LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103667	3,260.50
EDNETICS INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103668	539.56
FELTON FIRE SERVICE LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103671	736.30
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	3,745.00
KENWORTH SALES COMPANY	OPERATING RENTALS/LEASES ACH PMT NO. - 80103677	1,814.88
OIL RE-REFINING CO INC	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80103685	300.00

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 23

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

SPOKANE INT'L AIRPORT	OPERATING RENTALS/LEASES ACH PMT NO. - 80103694	784.08
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	19,906.48
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	26,144.94
WEAR-TEK INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103699	5,202.02

TOTAL FOR 4490 - SOLID WASTE DISPOSAL 78,648.92

4500 - SOLID WASTE COLLECTION

ASSETWORKS	HARDWARE MAINTENANCE ACH PMT NO. - 80103659	238.22
BARR-TECH LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80103660	88,983.88
C & C YARD CARE	LANDSCAPE/GROUNDS MAINT ACH PMT NO. - 80103661	1,438.80
FIREPOWER INC	ALARM/SECURITY SERVICES ACH PMT NO. - 80103575	300.57
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	3,805.00
KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	MEDICAL SERVICES CHECK NO. - 00586623	125.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	20,742.85
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	28,692.10
WM RECYCLE AMERICA LLC	CONTRACTUAL SERVICES CHECK NO. - 00586709	118,556.07
WM RECYCLE AMERICA LLC	SALE OF RECYCLING MATERIALS CHECK NO. - 00586709	90,929.00-

TOTAL FOR 4500 - SOLID WASTE COLLECTION 171,953.49

4530 - SOLID WASTE LANDFILLS

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	75.00
JACOBS ENGINEERING GROUP INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103676	4,940.00

HONORABLE MAYOR 06/06/22
AND COUNCIL MEMBERS PAGE 24

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	233.45
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	306.60
WA STATE DEPT OF ECOLOGY CASHERING UNIT	WA DEPT OF ECOLOGY ACH PMT NO. - 80103696	1,075.56

TOTAL FOR 4530 - SOLID WASTE LANDFILLS 6,630.61

4600 - GOLF FUND

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	531.00
--	--	--------

US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	4,682.48
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	3,004.25

TOTAL FOR 4600 - GOLF FUND		8,217.73

4700 - DEVELOPMENT SVCS CENTER

FABIAN GERHARD HUG CONSTRUCTION	PERMIT REFUNDS PAYABLE CHECK NO. - 00586725	757.69
HUG CONSTRUCTION 630 W SHANNON AVE	PERMIT REFUNDS PAYABLE CHECK NO. - 00586726	408.16
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	2,724.00
MAINSTREAM ELECTRIC 12822 E INDIANA AVE	PERMIT REFUNDS PAYABLE CHECK NO. - 00586723	15.00
NORTH COUNTRY SERVICES LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80103604	604.95
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	12,716.68
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	17,083.69
YOST GALLAGHER CONSTRUCTION 1803 E SPRINGFIELD	PERMIT REFUNDS PAYABLE CHECK NO. - 00586724	25.00

TOTAL FOR 4700 - DEVELOPMENT SVCS CENTER		34,335.17

5100 - FLEET SERVICES FUND

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 25

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ADVANCE AUTO PARTS	VEHICLE REPAIR & MAINT SUPPLY CHECK NO. - 00586710	564.27
APPLIED INDUSTRIAL TECHNOLOGIES	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103547	90.19
ASPEN AERIALS INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103549	5,602.63
ASSETWORKS	HARDWARE MAINTENANCE ACH PMT NO. - 80103659	22,458.19
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80103552	34.65
BATTERY SYSTEMS INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103554	1,393.81
BEARING DISTRIBUTORS INC dba BROWN BEARING	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103555	121.25

BRAD L WHITE dba SUPERIOR FLUID POWER	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103619	3,440.40
BRIDGESTONE AMERICAS INC dba GCR TIRES & SERVICE	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103578	469.91
BUCK'S TIRE & AUTOMOTIVE	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103556	109.00
CINTAS CORPORATION NO 3 LOC 606	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80103561	960.05
CINTAS CORPORATION NO 3 LOC 606	SAFETY SUPPLIES ACH PMT NO. - 80103726	761.34
COLEMAN OIL COMPANY LLC	MOTOR FUEL-OUTSIDE VENDOR ACH PMT NO. - 80103727	127,106.64
CONNELL OIL INC DBA CO-ENERGY	LUBRICANTS ACH PMT NO. - 80103730	520.86
COPPER STATE BOLT & NUT CO	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103732	615.68
CORWIN OF SPOKANE LLC CORWIN FORD SPOKANE	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103734	104.40
CUMMINS NORTHWEST LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103735	5,882.19
CUMMINS NORTHWEST LLC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103735	1,834.88
DIRECT AUTOMOTIVE DISTRIBUTING DIV OF GEM INC	VEHICLE REPAIR & MAINT SUPPLY CHECK NO. - 00586715	1,158.67
ENVIRO-CLEAN EQUIPMENT INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103571	468.97

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 26

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

EVERGREEN STATE TOWING LLC DBA SPOKANE VALLEY TOWING	TOWING EXPENSE ACH PMT NO. - 80103572	965.74
FIREPOWER INC	ALARM/SECURITY SERVICES ACH PMT NO. - 80103575	55.54
FORCE AMERICA DISTRIBUTING INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103599	37.65
FRONTIER ENERGY INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103576	1,283.00
GORDON TRUCK CENTERS INC DBA PACIFIC TRUCK CENTERS	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103581	218.22
GWP HOLDINGS LLC DBA DOBBS PETERBILT	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103741	4,969.13
GWP HOLDINGS LLC DBA DOBBS PETERBILT	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103741	8,613.01
HI-LINE ELECTRIC CO	VEHICLE REPAIR & MAINT SUPPLY CHECK NO. - 00586619	1,639.24
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	

% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	1,700.00
INDUSTRIAL BOLT & SUPPLY INC IBS INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103587	45.92
INLAND PACIFIC HOSE & FITTINGS INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103589	42.60
KENWORTH SALES COMPANY	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103594	12,585.38
KENWORTH SALES COMPANY	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103594	254.25
LITHIA MOTORS PAYMENT PROCESSING	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103557	1,153.80
MCNEILUS TRUCK & MFG CO/DIV OF MCNEILUS FINANCIAL INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103598	1,203.25
MOTION AUTO SUPPLY PARTS WHOLESALERS INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103600	88.19
NAPA AUTO PARTS GENUINE PARTS CO	MINOR EQUIPMENT ACH PMT NO. - 80103601	386.42
NAPA AUTO PARTS GENUINE PARTS CO	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103760	1,036.30
NORLIFT INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103764	1,259.66
NOVUS AUTO GLASS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103605	393.75

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 27

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

OWEN EQUIPMENT CO	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103606	40.46
O'REILLY AUTOMOTIVE STORES INC dba FIRST CALL	VEHICLE REPAIR & MAINT SUPPLY CHECK NO. - 00586642	39.17
PACWEST MACHINERY LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103765	22,998.10
PAPE MACHINERY INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103608	1,150.63
PERFORMANCE RADIATOR PACIFIC LLC	VEHICLE REPAIR & MAINT SUPPLY CHECK NO. - 00586733	204.91
RICK GIDDINGS	PER DIEM CHECK NO. - 00586716	133.00
RWC INTERNATIONAL LTD	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103612	62.26
SAFETY KLEEN CORPORATION	HAZARDOUS WASTE DISPOSAL CHECK NO. - 00586735	1,631.26
SIX ROBBLEES INC	VEHICLE REPAIR & MAINT SUPPLY CHECK NO. - 00586643	74.82
SOLID WASTE SYSTEMS INC dba SWS EQUIPMENT INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103614	3,394.69

SOLID WASTE SYSTEMS INC dba SWS EQUIPMENT INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103772	7,075.52
SPECIAL ASPHALT PRODUCTS	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103776	4,512.60
SPOKANE HOUSE OF HOSE INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103778	1,049.92
TRANSPORT EQUIPMENT INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103621	1,701.33
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	7,220.26
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	9,860.88
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80103623	285.81
WENDLE FORD NISSAN ISUZU	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103789	1,762.28
WENDLE FORD NISSAN ISUZU	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103789	994.54
WESTERN REFUSE & RECYCLING EQUIPMENT INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103700	3,669.95

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 28

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

WESTERN STATES EQUIPMENT CO	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103701	8.58
WESTSIDE MOTORSPORTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103790	797.29
WINGFOOT COMMERCIAL TIRE SYSTEMS LLC DBA GOODYEAR TIRE	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80103580	807.76
WINGFOOT COMMERCIAL TIRE SYSTEMS LLC DBA GOODYEAR TIRE	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80103747	25,045.62

TOTAL FOR 5100 - FLEET SERVICES FUND	306,150.67
--------------------------------------	------------

5110 - FLEET SVCS EQUIP REPL FUND

AVISTA UTILITIES	OTHER IMPROVEMENTS ACH PMT NO. - 80103722	4,276.07
------------------	--	----------

TOTAL FOR 5110 - FLEET SVCS EQUIP REPL FUND	4,276.07
---	----------

5200 - PUBLIC WORKS AND UTILITIES

COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80103564	74.64
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	910.00

SPOKANE COUNTY TREASURER	SPOKANE COUNTY ACH PMT NO. - 80103652	3,309.75
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	3,683.14
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	4,984.47
WATSON MANAGEMENT CO INC 102 E BALDWIN	REFUNDS CHECK NO. - 00586627	1.50
WFG NATIONAL TITLE 1420 N MULLAN	REFUNDS CHECK NO. - 00586626	10.00

TOTAL FOR 5200 - PUBLIC WORKS AND UTILITIES	-----	12,973.50
---	-------	-----------

5300 - IT FUND

CAMTEK INC	ALARM/SECURITY SERVICES ACH PMT NO. - 80103558	5,064.55
CAMTEK INC	MINOR EQUIPMENT ACH PMT NO. - 80103558	636.56

HONORABLE MAYOR AND COUNCIL MEMBERS	06/06/22 PAGE 29
--	---------------------

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

CARAHSOFT TECHNOLOGY CORP	SOFTWARE MAINTENANCE ACH PMT NO. - 80103559	125,475.35
DAVID OBBIE	BACKGROUND CHECKS CHECK NO. - 00586641	49.25
DEVRIES INFORMATION MANAGEMENT	CONTRACTUAL SERVICES ACH PMT NO. - 80103569	104.04
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	2,371.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	13,196.92
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	17,112.76

TOTAL FOR 5300 - IT FUND	-----	164,010.43
--------------------------	-------	------------

5400 - REPROGRAPHICS FUND

COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80103564	3,964.68
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	120.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	515.23
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	699.04

TOTAL FOR 5400 - REPROGRAPHICS FUND

5,298.95

5500 - PURCHASING & STORES FUND

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	500.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	1,559.29
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	2,106.32

TOTAL FOR 5500 - PURCHASING & STORES FUND

4,165.61

5600 - ACCOUNTING SERVICES

ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	2,102.50

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 30

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	8,146.66
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	11,072.94

TOTAL FOR 5600 - ACCOUNTING SERVICES

21,322.10

5700 - MY SPOKANE

CARAHSOFT TECHNOLOGY CORP	SOFTWARE (NONCAPITALIZED)	
	ACH PMT NO. - 80103559	3,693.20
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	260.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	1,996.83
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	2,728.27

TOTAL FOR 5700 - MY SPOKANE

8,678.30

5750 - OFFICE OF PERFORMANCE MGMT

ERICA ANN JACOBO	OTHER TRANSPORTATION EXPENSES	
	ACH PMT NO. - 80103794	9.36
ERICA ANN JACOBO	PER DIEM	
	ACH PMT NO. - 80103794	355.50
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	375.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	1,701.99

US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	1,935.93

TOTAL FOR 5750 - OFFICE OF PERFORMANCE MGMT	4,377.78
---	----------

5800 - RISK MANAGEMENT FUND

ALTERNATIVE SERVICE CONCEPTS LLC/ASC	INSURANCE ADMINISTRATION ACH PMT NO. - 80103665	27,547.58
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	25.00
US BANK OR CITY TREASURER LIABILITY CLAIMS	INSURANCE CLAIMS ACH PMT NO. - 80103653	33,832.25

HONORABLE MAYOR AND COUNCIL MEMBERS	06/06/22 PAGE 31
--	---------------------

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	133.70
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	174.90

TOTAL FOR 5800 - RISK MANAGEMENT FUND	61,713.43
---------------------------------------	-----------

5810 - WORKERS' COMPENSATION FUND

DEVRIES INFORMATION MANAGEMENT	MISC SERVICES/CHARGES ACH PMT NO. - 80103738	14.36
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	360.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	1,168.92
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	1,547.75
VICTOR J GIAMPIETRI II DBA WA STATE FIRST AID	CONTRACTUAL SERVICES ACH PMT NO. - 80103698	600.00

TOTAL FOR 5810 - WORKERS' COMPENSATION FUND	3,691.03
---	----------

5820 - UNEMPLOYMENT COMPENSATION FUND

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	3.75
NATIONAL EMPLOYERS COUNCIL INC DBA PEOPLESYSTEMS	INSURANCE ADMINISTRATION ACH PMT NO. - 80103686	500.00
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	14.65
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	19.27

TOTAL FOR 5820 - UNEMPLOYMENT COMPENSATION FUND

537.67

5830 - EMPLOYEES BENEFITS FUND

ALLIANT INSURANCE SERVICES INC	CONTRACTUAL SERVICES ACH PMT NO. - 80103657	5,720.00
ASSURANCE FITNESS REPAIR	WELLNESS ACH PMT NO. - 80103550	742.13
DELTA DENTAL OF WASHINGTON	INSURANCE ADMINISTRATION ACH PMT NO. - 80103568	13,693.50

HONORABLE MAYOR
AND COUNCIL MEMBERS06/06/22
PAGE 32

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

DELTA DENTAL OF WASHINGTON	INSURANCE CLAIMS ACH PMT NO. - 80103737	33,702.77
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00586718	235.00
KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	INSURANCE ADMINISTRATION ACH PMT NO. - 80103593	77,222.38
KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	INSURANCE PREMIUMS ACH PMT NO. - 80103593	22,032.48
LIFEWISE ASSURANCE CO	INSURANCE PREMIUMS ACH PMT NO. - 80103755	26,272.84
PREMERA BLUE CROSS	INSURANCE ADMINISTRATION ACH PMT NO. - 80103609	55,403.92
PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	INSURANCE CLAIMS ACH PMT NO. - 80103649	379,412.27
REHN & ASSOCIATES SPOKANE CITY TREASURER	INSURANCE ADMINISTRATION ACH PMT NO. - 80103688	1,324.00
REHN & ASSOCIATES SPOKANE CITY TREASURER	INSURANCE CLAIMS ACH PMT NO. - 80103688	198.00
ROSE ORR	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80103797	55.00
ROSE ORR	REGISTRATION/SCHOOLING ACH PMT NO. - 80103797	54.45
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	SOCIAL SECURITY CHECK NO. - 00586740	805.99
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80103786	1,048.43

TOTAL FOR 5830 - EMPLOYEES BENEFITS FUND

617,923.16

5900 - FACILITIES MANAGEMENT FUND OPS

AVISTA CORPORATION	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80103551	28,141.00
AVISTA CORPORATION	UTILITY NATURAL GAS	

	ACH PMT NO. - 80103551	4,850.84
AVISTA UTILITIES	BUILDING REPAIRS/MAINTENANCE	
	ACH PMT NO. - 80103722	200.00
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	315.00
INLAND ELEVATOR LLC	BUILDING REPAIRS/MAINTENANCE	
	ACH PMT NO. - 80103675	368.54
HONORABLE MAYOR		06/06/22
AND COUNCIL MEMBERS		PAGE 33
PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:		
JOHNSON CONTROLS FIRE	BUILDING REPAIRS/MAINTENANCE	
PROTECTION LP	ACH PMT NO. - 80103592	4,030.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	2,243.45
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	3,096.07
TOTAL FOR 5900 - FACILITIES MANAGEMENT FUND OPS		43,244.90
5901 - ASSET MANAGEMENT FUND CAPITAL		
AVISTA UTILITIES	MACHINERY/EQUIPMENT	
	ACH PMT NO. - 80103722	3,600.78
NORTHWEST FENCE COMPANY INC	MISC IMPROVEMENT NONBUILDINGS	
	ACH PMT NO. - 80103646	4,272.75
TOTAL FOR 5901 - ASSET MANAGEMENT FUND CAPITAL		7,873.53
6100 - RETIREMENT		
ICMA RETIREMENT TRUST 457	DEFERRED COMPENSATION-MATCHING	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00586718	260.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS (CITY)	CHECK NO. - 00586740	848.53
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80103786	1,151.68
TOTAL FOR 6100 - RETIREMENT		2,260.21
6200 - FIREFIGHTERS' PENSION FUND		
ALLIANT INSURANCE SERVICES INC	INSURANCE ADMINISTRATION	
	ACH PMT NO. - 80103657	1,665.00
DELTA DENTAL OF WASHINGTON	INSURANCE ADMINISTRATION	
	ACH PMT NO. - 80103568	1,212.10
DELTA DENTAL OF WASHINGTON	SERVICE REIMBURSEMENT	
	ACH PMT NO. - 80103737	787.00
LIFEWISE ASSURANCE CO	INSURANCE ADMINISTRATION	
	ACH PMT NO. - 80103755	3,500.30

MOSS-ADAMS LLP	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80103759	2,415.00
PREMERA BLUE CROSS	INSURANCE ADMINISTRATION	
	ACH PMT NO. - 80103609	7,381.40

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 34

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	SERVICE REIMBURSEMENT ACH PMT NO. - 80103649	6,500.71
TOTAL FOR 6200 - FIREFIGHTERS' PENSION FUND		23,461.51

6300 - POLICE PENSION

ALLIANT INSURANCE SERVICES INC	INSURANCE ADMINISTRATION ACH PMT NO. - 80103657	1,665.00
DELTA DENTAL OF WASHINGTON	INSURANCE ADMINISTRATION ACH PMT NO. - 80103568	976.81
LIFEWISE ASSURANCE CO	INSURANCE ADMINISTRATION ACH PMT NO. - 80103755	2,841.42
MOSS-ADAMS LLP	CONTRACTUAL SERVICES ACH PMT NO. - 80103759	2,415.00
PREMERA BLUE CROSS	INSURANCE ADMINISTRATION ACH PMT NO. - 80103609	5,991.96
PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	SERVICE REIMBURSEMENT ACH PMT NO. - 80103649	8,285.18
TOTAL FOR 6300 - POLICE PENSION		22,175.37

6920 - CLAIMS CLEARING FUND

AVA HUBBLE 120 W 23RD AVE	ACCOUNTS PAYABLE CHECK NO. - 00586729	230.85
KADE RONNINGEN 303 E HAWTHORNE RD	ACCOUNTS PAYABLE CHECK NO. - 00586728	565.22
TOTAL FOR 6920 - CLAIMS CLEARING FUND		796.07

6960 - SALARY CLEARING FUND NEW

CHILD SUPPORT SERVICES IDAHO CHILD SUPPORT RECEIPTING	IDAHO CHILD SUPPORT SERVICE CHECK NO. - 00586712	733.10
DANIEL H BRUNNER, TRUSTEE CHAPTER 13 TRUSTEE	DANIEL H BRUNNER, TRUSTEE CHECK NO. - 00586714	200.00
DIGNITARY PROTECTION TEAM FUND % SPOKANE LAW ENFORCEMENT C U	DIGNITARY PROTECTION TEAM FUND ACH PMT NO. - 80103739	125.00
EDU MEMBERSHIP FUND % SPOKANE LAW ENFORCEMENT C U	EDU MEMBERSHIP FUND ACH PMT NO. - 80103743	20.00

HUMAN RESOURCES
RE: PARKING FEES

HUMAN RESOURCES
CHECK NO. - 00586717

884.00

HONORABLE MAYOR
AND COUNCIL MEMBERS

06/06/22
PAGE 35

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	ICMA RETIREMENT TRUST 457D CHECK NO. - 00586718	264,894.63
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	ICMA ROTH IRA CHECK NO. - 00586718	21,219.89
ICMA RETIREMENT TRUST 457 LOAN PAYMENT	ICMA RETR 457D LOAN PAYMENT CHECK NO. - 00586719	49,547.74
ING LIFE INSURANCE & ANNUITY OR CITY OF SPOKANE TREASURER	ICMA ROTH IRA CHECK NO. - 00586720	1,962.00
ING LIFE INSURANCE & ANNUITY OR CITY OF SPOKANE TREASURER	ING LIFE INSURANCE&ANNUITY CO CHECK NO. - 00586720	72,851.31
INT'L ASSN OF FIREFIGHTERS/ UNION LOCAL 29	INTL ASSOC FF LOCAL 29 ACH PMT NO. - 80103754	57,982.77
JUNE WALLACE	JUNE WALLACE CHECK NO. - 00586743	1,008.22
LT & CAPT ASSOCIATION % SPOKANE LAW ENFORCEMENT CU	LIEUTENANTS & CAPTAINS ASSOC ACH PMT NO. - 80103756	2,130.00
LTS & CPTS LEGAL DEFENSE FUND	LEGAL DEFENSE LTS&CAPTS ACH PMT NO. - 80103757	44.00
M & P ASSOCIATION	M&P ASSOCIATION ACH PMT NO. - 80103758	2,699.01
NEW JERSEY SUPPORT PAYMENT CENTER	NJ SUPPORT PAYMENT CENTER CHECK NO. - 00586730	162.50
OFFICE OF THE ATTORNEY GENERAL TX CHILD SUPPORT SDU	OFFICE OF THE ATTY GENERAL CHECK NO. - 00586731	273.50
PEOPLE QUALIFIED COMMITTEE AFL-CIO	PEOPLE QUALIFIED COMMITTEE CHECK NO. - 00586732	7.00
POLICE GUILD LEGAL DEFENSE FUND	POLICE GUILD LEGAL DEFENSE ACH PMT NO. - 80103748	630.00
PRE-PAID LEGAL SERVICES INC LEGALSHIELD	PRE-PAID LEGAL SERVICE INC CHECK NO. - 00586734	377.10
REHN & ASSOCIATES SPOKANE CITY TREASURER	AW REHN-SEC 125 DEPENDENT CARE ACH PMT NO. - 80103769	3,796.21
REHN & ASSOCIATES SPOKANE CITY TREASURER	AW REHN-SEC 125 HEALTH ACH PMT NO. - 80103769	17,146.57
SPOKANE FIRE FIGHTERS BENEFIT TRUST	FIRE LONG TERM DISABILITY ACH PMT NO. - 80103723	15,380.05
SPOKANE POLICE BENEFIT ASSOC % SPOKANE LAW ENFORCEMENT C U	SPOKANE POLICE BENEFIT ASSOC ACH PMT NO. - 80103773	645.00
SPOKANE POLICE CHAPLAIN ASSOCIATION	POLICE CHAPLIN ASSOC ACH PMT NO. - 80103774	3,056.50

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

SPOKANE POLICE GUILD ATTN: BEN GREEN	POLICE GUILD ACH PMT NO. - 80103766	24,137.44
SPOKANE POLICE GUILD FRATERNAL ORDER OF POLICE	POLICE GUILD FRAT ORDER OF POL ACH PMT NO. - 80103779	929.91
SPOKANE POLICE K-9 MEMBERSHIP FUND	POLICE K9 MEMBERSHIP FUND ACH PMT NO. - 80103775	105.00
SPOKANE POLICE SWAT TEAM %SPOKANE LAW ENFORCEMENT C U	SPOKANE POLICE SWAT TEAM ACH PMT NO. - 80103780	370.00
SPOKANE POLICE TACTICAL TEAM % SPOKANE LAW ENFORCEMENT C U	SPOKANE POLICE TACTICAL TEAM ACH PMT NO. - 80103781	631.00
STATE DISBURSMENT UNIT ATTN: EMPLOYER PAYMENTS	STATE DISBURSEMENT UNIT CHECK NO. - 00586736	1,048.02
UNITED STATES TREASURY INTERNAL REVENUE SERVICE/ ACS	UNITED STATES TREASURY CHECK NO. - 00586739	12.50
UNITED WAY	UNITED WAY ACH PMT NO. - 80103785	353.50
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	FICA WITHHOLDING-CITY CHECK NO. - 00586740	276,083.28
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	FIT WITHHOLDING-CITY CHECK NO. - 00586740	795,902.88
US BANK OR CITY TREASURER EMP BENEFITS (CITY)	MEDI WITHHOLDING-CITY CHECK NO. - 00586740	113,413.59
US BANK TRUST NA OR CITY OF SPOKANE	CITY RETIREMENT SYSTEM ACH PMT NO. - 80103786	434,501.61
VALLEY EMPIRE COLLECTION	VALLEY EMPIRE COLLECTION CHECK NO. - 00586708	345.17
WA GET PROGRAM	WA GET PROGRAM CHECK NO. - 00586741	345.00
WA ST COUNCIL OF CITY & COUNTY EMPLOYEES	WA ST COUNCIL OF CITY&CO EMPL ACH PMT NO. - 80103788	28,238.29
WA STATE SUPPORT REGISTRY OR CITY OF SPOKANE TREASURER	WA STATE CHILD SUPPORT CHECK NO. - 00586742	15,764.88
WESTERN STATES POLICE MEDICAL TRUST	NW PUBLIC EMP MEDICAL TRUST CHECK NO. - 00586744	975.00
WSCCCE, AFSCME, AFL-CIO	WSCCCE AFSCME AFL CIO CHECK NO. - 00586745	301.00
TOTAL FOR 6960 - SALARY CLEARING FUND NEW		2,211,234.17
TOTAL CLAIMS		7,328,867.19

MEETING MINUTES
City of Spokane
City Council Study Session
June 2, 2022

Call to Order: 11:04 a.m.

Recording of the meeting may be viewed here at <https://vimeo.com/spokanecitycouncil>.

Direct link: <https://vimeo.com/716532260>

Attendance:

Committee Members Present: Council President Pro Tem Kinnear, Council President Beggs (virtual), Council Members Stratton, Cathcart, and Wilkerson

Committee Members Absent: Council Members Bingle and Zappone

Agenda Items:

1. Planning Ordinances (Short Plan Permit Fees, Lot Transitions & ADUs, and Short Plat Notification)
 - Presenters:
Amanda Beck, City of Spokane; Tami Palmquist, City of Spokane
 - Action taken:
Council Members Cathcart and Wilkerson agreed to sponsor all three ordinances to move forward for Council consideration.
2. ARPA Priorities Discussion – Council Members
 - Presenters:
City Council Members; Jeff Gunn, City of Spokane; Nicolette Ocheltree, City of Spokane
 - Action taken:
Presentation and discussion only, no action was taken.

Executive Session:

None

Adjournment:

The meeting adjourned at 12:21 p.m.

Minutes prepared and submitted for publication in the June 6, 2022, issue of the Official Gazette.

Hannahlee Allers
Council Office Director

Approved by City Council on June 13, 2022.

Breean Beggs
City Council President

Attest:

Terri L. Pfister
City Clerk

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/7/2022

Clerk's File #

OPR 2021-0646

Renews #**Cross Ref #****Project #****Bid #****Requisition #****Submitting Dept**

CITY ATTORNEY

Contact Name/Phone

MICHAEL ORMSBY 6287

Contact E-Mail

MORMSBY@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

0500 AMENDMENT TO ROBERT HALF CONTRACT FOR CONTRACTED PROFESSIONAL SERVICES

Agenda Wording

Contract Amendment for Robert Half International to allow for Legal and other departments to use the contract and to add monies from Legal for a temporary staff member.

Summary (Background)

Legal is down two attorney assistants which is impacting the office. A Civil Service Test was recently completed and there were no applicants suitable for the position. Legal would like to hire a temp through Robert Half to bridge the gap until a new Civil Service test can be conducted and a new list provided. This Contact Amendment is being accompanied by a SBO.

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Expense \$ 40,000.00

0500-33200-15300-54201

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

ORMSBY, MICHAEL

Study Session\Other

6/13/22

Division Director**Council Sponsor**Council Members
Wilkerson and Kinnear**Finance**

MURRAY, MICHELLE

Distribution List**Legal**

ODLE, MARI

mormsby@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

sdhansen@spokanecity.org

Additional Approvals

sdhansen@spokanecity.org

Purchasing



City of Spokane

CONTRACT AMENDMENT

Title: **ACCOUNTING SUPPORT
TEMPORARY EMPLOYEES**

This Contract Amendment is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **ROBERT HALF INTERNATIONAL INC.**, whose address is 2613 Camino Ramon, San Ramon, California 94583, 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 Temporary Employees for Accounting Support; and

WHEREAS, the scope of work in the original contract has changed, thus, the original Contract needs to be formally Amended by this written document; and

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

1. CONTRACT DOCUMENTS.

The Contract, with effective date of September 20, 2021 and signed by the parties on October 7, 2021, 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 DATE.

This Contract Amendment shall be effective June 1, 2022.

3. ADDITIONAL WORK.

The Scope of Work in the original Contract is revised to include support for multiple City of Spokane Departments, using any category on Attachment A, which is included in this document.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **FORTY THOUSAND AND NO/100 DOLLARS (\$40,000.00)**, and applicable sales tax, for everything furnished and done under this Contract Amendment. This is the maximum amount to be paid under this Amendment 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.

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 Amendment by having legally-binding representatives affix their signatures below.

ROBERT HALF INTERNATIONAL 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

22-111

FORM D2 - PRICING PAGE #2.1				Procurement No.: TS06-21		
Title: Temporary Staffing, Direct-Hire and Other Employer Services						
Offeror: Robert Half International Inc.						
Code	Occupation Description	Pricing Range		Mark-Up %	Total	Total
		Low	High	Please Use a Whole Number as the % (MU). Example 25% = 1.25	Low	High
Accounting:						
A01	Accountant I	\$20.30	\$31.90	1.70	\$34.51	\$54.23
A02	Accountant II	\$30.00	\$49.00	1.70	\$51.00	\$83.30
A03	Financial Analyst I	\$21.00	\$32.50	1.70	\$35.70	\$55.25
A04	Financial Analyst II	\$33.00	\$52.80	1.86	\$61.38	\$98.21
A05	Payroll Clerk	\$17.00	\$25.00	1.70	\$28.90	\$42.50
A06	Cost Accounting Specialist	\$22.00	\$44.00	1.70	\$37.40	\$74.80
A07	CPA	\$25.00	\$50.00	1.70	\$42.50	\$85.00
A08	Financial / Business Analyst	\$22.00	\$49.50	1.86	\$40.92	\$92.07
A09	Controller	\$35.20	\$60.00	1.86	\$65.47	\$111.60
A10	Auditor I	\$19.80	\$30.80	1.70	\$33.66	\$52.36
A11	Auditor II	\$29.00	\$48.00	1.70	\$49.30	\$81.60
A12	Finance Director	\$55.00	\$95.00	1.86	\$102.30	\$176.70
A13	Chief Financial Officer	\$80.00	\$150.00	1.86	\$148.80	\$279.00
Administrative Support and Clerical:						
B01	Accounting Clerk I	\$12.00	\$18.00	1.70	\$20.40	\$30.60
B02	Accounting Clerk II	\$18.00	\$21.00	1.70	\$30.60	\$35.70
B03	Accounting Clerk III	\$21.00	\$24.00	1.70	\$35.70	\$40.80
B04	Administrative Assistant	\$13.00	\$19.00	1.65	\$21.45	\$31.35
B05	Call Center Representative	\$15.00	\$26.00	1.65	\$24.75	\$42.90
B06	Copy Machine Operator	\$12.00	\$15.00	1.65	\$19.80	\$24.75
B07	Court Reporter					
B08	Customer Service Representative I	\$15.00	\$18.00	1.65	\$24.75	\$29.70
B09	Customer Service Representative II	\$18.00	\$22.00	1.65	\$29.70	\$36.30
B10	Customer Service Representative III	\$22.00	\$27.00	1.65	\$36.30	\$44.55
B11	Data Entry Operator I	\$12.00	\$16.00	1.65	\$19.80	\$26.40
B12	Data Entry Operator II	\$16.00	\$20.00	1.65	\$26.40	\$33.00
B13	Document Preparation Clerk	\$12.00	\$18.00	1.65	\$19.80	\$29.70
B14	Executive Assistant	\$19.00	\$29.00	1.65	\$31.35	\$47.85
B15	General Clerk I	\$12.00	\$15.00	1.65	\$19.80	\$24.75
B16	General Clerk II	\$15.00	\$20.00	1.65	\$24.75	\$33.00
B17	General Clerk III	\$20.00	\$24.00	1.65	\$33.00	\$39.60
B18	Legal Secretary I	\$18.00	\$24.00	1.70	\$30.60	\$40.80
B19	Legal Secretary II	\$24.00	\$31.00	1.70	\$40.80	\$52.70
B20	Mail Room Clerk	\$12.00	\$15.00	1.65	\$19.80	\$24.75
B21	Messenger Courier					

B22	Personnel Assistant (Employment) I	\$12.00	\$15.00	1.65	\$19.80	\$24.75
B23	Personnel Assistant (Employment) II	\$15.00	\$18.00	1.65	\$24.75	\$29.70
B24	Personnel Assistant (Employment) III	\$18.00	\$22.00	1.65	\$29.70	\$36.30
B25	Production Control Clerk	\$15.00	\$25.00	1.65	\$24.75	\$41.25
B26	Secretary I	\$12.00	\$15.00	1.65	\$19.80	\$24.75
B27	Secretary II	\$15.00	\$18.00	1.65	\$24.75	\$29.70
B28	Secretary III	\$18.00	\$25.00	1.65	\$29.70	\$41.25
B29	Supply Technician					
B30	Receptionist/Switchboard Operator	\$12.00	\$18.00	1.65	\$19.80	\$29.70
B31	Records Management Clerk	\$15.00	\$25.00	1.65	\$24.75	\$41.25
B32	Travel Clerk I					
B33	Travel Clerk II					
B34	Travel Clerk III					
B35	Word Processor I	\$12.00	\$15.00	1.65	\$19.80	\$24.75
B36	Word Processor II	\$15.00	\$18.00	1.65	\$24.75	\$29.70
B37	Word Processor III	\$18.00	\$22.00	1.65	\$29.70	\$36.30
Education:						
C01	Teacher I					
C02	Teacher II					
C03	Teacher III					
C04	At Risk Counselor I					
General Services and Materials Handling Support :						
D01	Forklift Operator					
D02	Gardener					
D03	General Maintenance Worker					
D04	Janitor					
D05	Laborer					
D06	Librarian					
D07	Library Aide/Clerk					
D08	Library Technician					
D09	Material Coordinator					
D10	Material Handling Laborer					
D11	Order Filler					
D12	Shipping Packer					
D13	Shipping / Receiving Clerk	\$12.00	\$18.00	1.65	\$19.80	\$29.70
D14	Stock Clerk					
D15	Park Naturalist					
D16	Recreation Specialist					
D17	Warehouse Specialist					

Health:						
E01	Breath Alcohol Technician					
E02	Certified Occupational Therapist Assistant					
E03	Certified Physical Therapist Assistant					
E04	Claims Processor	\$15.00	\$24.50	1.65	\$24.75	\$40.43
E05	Claims Processor (Senior)	\$19.00	\$30.00	1.65	\$31.35	\$49.50
E06	Dental Assistant					
E07	Dental Hygienist					
E08	Dietary Aide					
E09	EKG Technician					
E10	Electroneurodiagnostic Technologist					
E11	Eligibility / Insurance Verifier	\$13.00	\$22.00	1.65	\$21.45	\$36.30
E12	Eligibility Referral Coordinator	\$13.00	\$22.00	1.65	\$21.45	\$36.30
E13	Emergency Medical Technician					
E14	Insurance Coordinator	\$15.00	\$24.50	1.65	\$24.75	\$40.43
E15	Licensed Practical Nurse I					
E16	Licensed Practical Nurse II					
E17	Licensed Practical Nurse III					
E18	Medical Assistant					
E19	Medical Laboratory Technician					
E20	Medical Record Clerk	\$13.00	\$19.00	1.65	\$21.45	\$31.35
E21	Medical Record Technician					
E22	Medical Transcriptionist					
E23	Nuclear Medicine Technologist					
E24	Nursing Assistant I					
E25	Nursing Assistant II					
E26	Nursing Assistant III					
E27	Nursing Assistant IV					
E28	Optical Dispenser					
E29	Optical Technician					
E30	Pharmacy Technician					
E31	Phlebotomist					
E32	Radiologic Technologist					
E33	Registered Nurse I					
E34	Registered Nurse II					
E35	Registered Nurse III					
E36	Registered Nurse IV					
E37	Scheduler (Drug and Alcohol Testing)					
E38	Substance Abuse Treatment Counselor					

Information Technology:						
F01	Application Developer	\$40.00	\$75.00	1.70	\$68.00	\$127.50
F02	Application Support Analyst	\$30.00	\$60.00	1.70	\$51.00	\$102.00
F03	Applications Engineer	\$40.00	\$75.00	1.70	\$68.00	\$127.50
F04	Computer Operator I	\$18.00	\$27.00	1.70	\$30.60	\$45.90
F05	Computer Operator II	\$25.00	\$34.00	1.70	\$42.50	\$57.80
F06	Computer Operator III	\$32.00	\$39.00	1.70	\$54.40	\$66.30
F07	Computer Operator IV	\$40.00	\$49.00	1.70	\$68.00	\$83.30
F08	Computer Operator V	\$48.00	\$60.00	1.70	\$81.60	\$102.00
F09	Computer Programmer I	\$33.00	\$49.50	1.70	\$56.10	\$84.15
F10	Computer Programmer II	\$50.00	\$60.50	1.70	\$85.00	\$102.85
F11	Computer Programmer III	\$61.00	\$77.00	1.70	\$103.70	\$130.90
F12	Computer Programmer IV	\$78.00	\$93.50	1.70	\$132.60	\$158.95
F13	Computer Systems Analyst I	\$30.00	\$40.00	1.70	\$51.00	\$68.00
F14	Computer Systems Analyst II	\$40.00	\$50.00	1.70	\$68.00	\$85.00
F15	Computer Systems Analyst III	\$50.00	\$77.00	1.70	\$85.00	\$130.90
F16	Customer Support Administrator	\$17.00	\$35.00	1.70	\$28.90	\$59.50
F17	Customer Support Specialist	\$15.00	\$20.00	1.70	\$25.50	\$34.00
F18	Database Administrator	\$38.50	\$70.00	1.70	\$65.45	\$119.00
F19	Data Center Support Specialist	\$35.00	\$70.00	1.70	\$59.50	\$119.00
F20	Desktop Support Manager	\$35.00	\$55.00	1.70	\$59.50	\$93.50
F21	Desktop Support Specialist	\$18.00	\$26.00	1.70	\$30.60	\$44.20
F22	Developer	\$35.00	\$70.00	1.70	\$59.50	\$119.00
F23	Director of Technology	\$40.00	\$95.00	1.70	\$68.00	\$161.50
F24	Front End Web Designer	\$45.00	\$55.00	1.77	\$79.65	\$97.35
F25	GIS (Geographic Info. Systems) Tech. I	\$33.00	\$55.00	1.70	\$56.10	\$93.50
F26	GIS (Geographic Info. Systems) Tech. II	\$44.00	\$66.00	1.70	\$74.80	\$112.20
F27	Help Desk Specialist	\$15.00	\$20.00	1.70	\$25.50	\$34.00
F28	Help Desk Technician	\$15.00	\$25.00	1.70	\$25.50	\$42.50
F29	Information Systems Project Manager	\$35.00	\$60.00	1.70	\$59.50	\$102.00
F30	Information Technology Coordinator	\$20.00	\$35.00	1.70	\$34.00	\$59.50
F31	Information Technology Director	\$40.00	\$95.00	1.70	\$68.00	\$161.50
F32	Information Technology Manager	\$33.00	\$68.00	1.70	\$56.10	\$115.60

F33	IT Support Manager	\$33.00	\$50.00	1.70	\$56.10	\$85.00
F34	IT Support Specialist	\$18.00	\$30.00	1.70	\$30.60	\$51.00
F35	IT Systems Administrator	\$35.00	\$50.00	1.70	\$59.50	\$85.00
F36	Java Developer	\$40.00	\$75.00	1.70	\$68.00	\$127.50
F37	Management Information Systems Director	\$40.00	\$80.00	1.70	\$68.00	\$136.00
F38	Network/Communications Support Clerk	\$22.00	\$38.50	1.70	\$37.40	\$65.45
F39	Network Systems Administrator	\$35.00	\$50.00	1.70	\$59.50	\$85.00
F40	Peripheral Equipment Operator	\$18.00	\$30.00	1.70	\$30.60	\$51.00
F41	Senior Database Administrator	\$30.00	\$65.00	1.70	\$51.00	\$110.50
F42	Senior Network System Administrator	\$45.00	\$90.00	1.70	\$76.50	\$153.00
F43	Senior Programmer	\$40.00	\$75.00	1.70	\$68.00	\$127.50
F44	Senior Programmer Analyst	\$25.00	\$40.00	1.70	\$42.50	\$68.00
F45	Senior Security Specialist	\$40.00	\$90.00	1.70	\$68.00	\$153.00
F46	Senior Support Specialist	\$28.00	\$40.00	1.70	\$47.60	\$68.00
F47	Senior System Administrator	\$40.00	\$75.00	1.70	\$68.00	\$127.50
F48	Senior System Analyst	\$30.00	\$65.00	1.70	\$51.00	\$110.50
F49	Senior Web Administrator	\$35.00	\$55.00	1.70	\$59.50	\$93.50
F50	Senior Web Developer	\$40.00	\$70.00	1.70	\$68.00	\$119.00
F51	Software Developer	\$45.00	\$75.00	1.70	\$76.50	\$127.50
F52	Software Quality Assurance Analyst	\$35.00	\$55.00	1.70	\$59.50	\$93.50
F53	Support Specialist	\$18.00	\$28.00	1.70	\$30.60	\$47.60
F54	Systems Administrator	\$30.00	\$45.00	1.70	\$51.00	\$76.50
F55	Systems Analyst	\$20.00	\$35.00	1.70	\$34.00	\$59.50
F56	Systems Designer	\$30.00	\$55.00	1.70	\$51.00	\$93.50
F57	System Support Specialist	\$18.00	\$28.00	1.70	\$30.60	\$47.60
F58	Technical Operations Officer	\$40.00	\$80.00	1.70	\$68.00	\$136.00
F59	Technical Support Specialist	\$18.00	\$28.00	1.70	\$30.60	\$47.60
F60	Technical Specialist	\$20.00	\$32.00	1.70	\$34.00	\$54.40
F61	Telecommunications Specialist	\$18.00	\$32.00	1.70	\$30.60	\$54.40
F62	Web Administrator	\$32.00	\$45.00	1.70	\$54.40	\$76.50
F63	Web Developer	\$35.00	\$55.00	1.70	\$59.50	\$93.50
F64	Web Master	\$35.00	\$55.00	1.70	\$59.50	\$93.50
F66	ERP Consultant	\$82.35	\$120.00	1.70	\$140.00	\$204.00
G01	Buyer I					
G02	Buyer II					
G03	Buyer III					
G04	Purchasing Manager	\$33.00	\$77.00	1.86	\$61.38	\$143.22

Professional:						
H01	Attorney	\$30.00	\$50.00	1.78	\$53.40	\$89.00
H02	Business Development Manager					
H03	Business Development Sales Rep.					
H04	Contract Administrator	\$18.00	\$27.00	1.70	\$30.60	\$45.90
H05	Contract Specialist	\$25.00	\$30.00	1.70	\$42.50	\$51.00
H06	Community Relations Representative II					
H07	Community Relations Representative III					
H08	Compliance Manager	\$32.00	\$44.00	1.70	\$54.40	\$74.80
H09	Contract Administrator	\$18.00	\$27.00	1.70	\$30.60	\$45.90
H10	Contract Manager	\$30.00	\$40.00	1.70	\$51.00	\$68.00
H11	Executive Consultant	\$45.00	\$80.00	1.86	\$83.70	\$148.80
H12	Facility Manager					
H13	Fire / HAZMAT Specialist					
H14	Grant Administrator	\$22.00	\$35.00	1.70	\$37.40	\$59.50
H15	Housing Specialist					
H16	Human Resources Coordinatior	\$18.00	\$27.00	1.70	\$30.60	\$45.90
H17	Human Resources Manager	\$27.50	\$49.50	1.86	\$51.15	\$92.07
H18	Human Resources Specialist	\$22.00	\$38.00	1.70	\$37.40	\$64.60
H19	Inspection Manager					
H20	Inspection Specialists					
H21	Insurance Specialist I					
H22	Insurance Specialist II					
H23	Insurance Specialist III					
H24	Law Enforcement Specialist					
H25	Logistics Specialists					
H26	Logistics Manager					
H27	Marketing Specialist	\$20.00	\$24.00	1.77	\$35.40	\$42.48
H28	Paralegal/Legal Assistant I	\$16.00	\$20.00	1.70	\$27.20	\$34.00
H29	Paralegal/Legal Assistant II	\$20.00	\$24.00	1.70	\$34.00	\$40.80
H30	Paralegal/Legal Assistant III	\$28.00	\$34.00	1.70	\$47.60	\$57.80
H31	Paralegal/Legal Assistant IV	\$36.00	\$49.00	1.70	\$61.20	\$83.30
H32	Park Ranger					
H33	Presentation Designer	\$28.00	\$35.00	1.77	\$49.56	\$61.95
H34	Principle Consultant	\$38.00	\$70.00	1.86	\$70.68	\$130.20
H35	Proofreader	\$28.00	\$32.00	1.77	\$49.56	\$56.64

H36	Public Assistance Specialist					
H37	Safety Manager					
H38	Security - unarmed					
H39	Security - armed					
H40	Senior Writer	\$25.00	\$40.00	1.77	\$44.25	\$70.80
H41	Social Media Manager	\$28.00	\$35.00	1.77	\$49.56	\$61.95
H42	Transportation Manager					
H43	Website Designer	\$30.00	\$38.00	1.77	\$53.10	\$67.26
Scientific:						
I01	Wildlife Biologist					
I02	Environmental Coordinator I					
I03	Geologist					
Miscellaneous:						
J01	Cashier					
J02	Desk Clerk	\$12.00	\$16.00	1.65	\$19.80	\$26.40
J03	Lifeguard					
J04	Park Attendant (Aide)					
J05	Recreation Aide/Health Facility Attendant					
J06	Recreation Specialist					
J07	Sales Clerk					
J08	School Crossing Guard					
J09	Sports Official					
J10	Load Ticket Data Entry Clerk					

**Agenda Sheet for City Council Meeting****of:**

06/13/2022

Date Rec'd

6/8/2022

Clerk's File #

OPR 2022-0445

Renews #**Cross Ref #****Project #****Bid #****Requisition #****Submitting Dept**

NEIGHBORHOOD SERVICES

**Contact
Name/Phone**

CENDY ORTIZ 625-6147

Contact E-Mail

CORTIZ@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

A&E CONTRACT WITH DESIGN WEST

Agenda Wording

The City will contract with Design West for architectural services needed for the MLK Community Center Roof Replacement Project

Summary (Background)

The City of Spokane was awarded 1.35 million from the Washington State Department of Commerce to replace the roof at the MLK Community Center as addressed in the capital needs assessment. Before the City can procure for a general contractor for this capital improvement, specifications and designs must be made for the roof. Design West was procured through a request for quote process for this work and work includes the design specifications, and contract administration during construction phase.

Lease? NO

Grant
related? YES

Public Works? YES

Fiscal Impact**Budget Account**

Neutral \$ \$63,100

1360-94175-94750-56203-20252

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

CORTRIGHT, CARLY

Study Session\Other

6/13/2022

Division Director

FINCH, ERIC

Council Sponsorbwilkerson@spokanecity.org;
bbeggs@spokanecity.org**Finance**

ORLOB, KIMBERLY

Distribution List**Legal**

ODLE, MARI

cortiz@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

ccortright@spokanecity.org

Additional Approvals**Purchasing****GRANTS,
CONTRACTS &
PURCHASING**

MURRAY, MICHELLE

--	--	--

Committee Agenda Sheet

Urban Experience

Submitting Department	Office of Neighborhood Services
Contact Name & Phone	Cendy Ortiz
Contact Email	cortiz@spokanecity.org
Council Sponsor(s)	CM Karen Stratton, CM Betsey Wilkerson
Select Agenda Item Type	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested:
Agenda Item Name	Architectural Services for MLK Community Center Roof
Summary (Background)	Washington State Department of Commerce has awarded the City of Spokane \$1.35 million to do a complete tear off and roof replacement for the MLK Community Center. Before the City can procure for a general contract, and due to the cost involved and size of the roof, we need roof specifications around curbing, size, and material information. An architect was procured for services for the roof design specifications, and we are requesting approval. The cost for architectural services will be covered by the commerce grant.
Proposed Council Action & Date:	Approve on June 20, 2022
Fiscal Impact: Total Cost: <u>\$63,100</u> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Washington State Commerce Department Grant Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Other budget impacts: (revenue generating, match requirements, etc.) NA	
Operations Impacts What impacts would the proposal have on historically excluded communities? There will not be any impacts for 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? There will be no data collected or analyzed for this particular project.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? No	

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 part of the capital improvement program for addressing facility issues at MLK Community Center.



CITY OF SPOKANE
CONSULTANT AGREEMENT
Title: A&E SERVICES FOR ROOF
REPLACEMENT

This Consultant Agreement is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **DESIGN WEST**, whose address is 254 E. Main, Pullman, Washington 99163 as ("Consultant"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the purpose of this Agreement is to provide architectural services for the City of Spokane, Martin Luther King Jr. Community Center roofing project; and

WHEREAS, the Consultant was selected from the MRSC Roster by requesting quotes from local architects.

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

1. TERM OF AGREEMENT.

The term of this Agreement begins on June 13, 2022, and ends on December 31, 2022, unless amended by written agreement or terminated earlier under the provisions.

2. TIME OF BEGINNING AND COMPLETION.

The Consultant 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 Consultant is responsible, but may be extended by the City, in writing, for the City's convenience or conditions beyond the Consultant's control.

3. SCOPE OF WORK.

The General Scope of Work for this Agreement is described in the Consultant's Scope of Services and Fee Proposal, dated May 20, 2022, which is attached as Exhibit B and made a part of this Agreement. In the event of a conflict or discrepancy in the contract documents, the City Agreement controls.

The Work is subject to City review and approval. The Consultant 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 Consultant's progress.

4. COMPENSATION.

Total compensation for Consultant's services under this Agreement shall not exceed **SIXTY-THREE THOUSAND ONE HUNDRED AND NO/100 DOLLARS (\$63,100.00)**, including applicable taxes, unless modified by a written amendment to this Agreement. This is the maximum amount to be paid under this Agreement for the work described in Section 3 above, and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Agreement.

5. PAYMENT.

The Company shall submit its applications for payment to City of Spokane Neighborhood Services, Sixth Floor, City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201-3317. **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 pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

6. REIMBURSABLES

The reimbursables under this Agreement are to be included, and considered part of the maximum amount not to exceed (above), and require the Consultant's submittal of appropriate documentation and actual itemized receipts, the following limitations apply.

- A. City will reimburse the Consultant at actual cost for expenditures that are pre-approved by the City in writing and are necessary and directly applicable to the work required by this Contract provided that similar direct project costs related to the contracts of other clients are consistently accounted for in a like manner. Such direct project costs may not be charged as part of overhead expenses or include a markup. Other direct charges may include, but are not limited to the following types of items: travel, printing, cell phone, supplies, materials, computer charges, and fees of subconsultants.
- B. The billing for third party direct expenses specifically identifiable with this project shall be an itemized listing of the charges supported by copies of the original bills, invoices, expense accounts, subconsultant paid invoices, and other supporting documents used by the Consultant to generate invoice(s) to the City. The original supporting documents shall be available to the City for inspection upon request. All charges must be necessary for the services provided under this Contract.
- C. The City will reimburse the actual cost for travel expenses incurred as evidenced by copies of receipts (excluding meals) supporting such travel expenses, and in accordance with the City of Spokane Travel Policy, details of which can be provided upon request.
- D. **Airfare:** Airfare will be reimbursed at the actual cost of the airline ticket. The City will reimburse for Economy or Coach Fare only. Receipts detailing each airfare are required.
- E. **Meals:** Meals will be reimbursed at the Federal Per Diem daily meal rate for the city in which the work is performed. *Receipts are not required as documentation.* The invoice shall state "the meals are being billed at the Federal Per Diem daily meal rate", and shall detail how many of each meal is being billed (e.g. the number of breakfasts, lunches, and dinners). The City will not reimburse for alcohol at any time.
- F. **Lodging:** Lodging will be reimbursed at actual cost incurred up to a maximum of the published General Services Administration (GSA) Index for the city in which

the work is performed (*the current maximum allowed reimbursement amount can be provided upon request*). Receipts detailing each day / night lodging are required. The City will not reimburse for ancillary expenses charged to the room (e.g. movies, laundry, mini bar, refreshment center, fitness center, sundry items, etc.)

- G. **Vehicle mileage:** Vehicle mileage will be reimbursed at the Federal Internal Revenue Service Standard Business Mileage Rate in affect at the time the mileage expense is incurred. Please note: payment for mileage for long distances traveled will not be more than an equivalent trip round-trip airfare of a common carrier for a coach or economy class ticket.
- H. **Rental Car:** Rental car expenses will be reimbursed at the actual cost of the rental. Rental car receipts are required for all rental car expenses. The City will reimburse for a standard car of a mid-size class or less. The City will not reimburse for ancillary expenses charged to the car rental (e.g. GPS unit).
- I. **Miscellaneous Travel** (e.g. parking, rental car gas, taxi, shuttle, toll fees, ferry fees, etc.): Miscellaneous travel expenses will be reimbursed at the actual cost incurred. Receipts are required for each expense of \$10.00 or more.
- J. **Miscellaneous other business expenses** (e.g. printing, photo development, binding): Other miscellaneous business expenses will be reimbursed at the actual cost incurred and may not include a mark up. Receipts are required for all miscellaneous expenses that are billed.
- K. **Subconsultant:** Subconsultant expenses will be reimbursed at the actual cost incurred and a four percent (4%) markup. Copies of all Subconsultant invoices that are rebilled to the City are required

7. TAXES, FEES AND LICENSES.

- A. Consultant 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 Consultant'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. Where required by state statute, ordinance or regulation, Consultant shall pay and maintain in current status all taxes necessary for performance. Consultant shall not charge the City for federal excise taxes. The City will furnish Consultant an exemption certificate where appropriate.
- C. The Director of Finance and Administrative Services may withhold payment pending satisfactory resolution of unpaid taxes and fees due the City.
- D. 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.

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 Consultant shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Contractor 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.

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. Consultant agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Consultant. Consultant shall seek inclusion of woman and minority business for subcontracting. A woman or minority business is one that self-identifies to be at least 51% owned by a woman and/or minority. Such firms do not have to be certified by the State of Washington.

10. INDEMNIFICATION.

The Consultant 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 Consultant's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Consultant 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 Consultant'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 Consultant, its agents or employees. The Consultant specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Consultant's own employees against the City and, solely for the purpose of this indemnification and defense, the Consultant specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Consultant 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.

11. INSURANCE.

During the period of the Agreement, the Consultant 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 Title 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 agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Consultant's services to be provided under this Agreement; 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. Professional Liability Insurance with a combined single limit of not less than \$1,000,000 each claim, incident or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this Agreement. The coverage must remain in effect for at least two (2) years after the Agreement is completed.

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 Consultant or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Consultant 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 Consultant'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 Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

12. 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.

13. AUDIT.

Upon request, the Consultant shall permit the City and any other governmental agency ("Agency") involved in the funding of the Work to inspect and audit all pertinent books and records. This includes work of the Consultant, any subconsultant, or any other person or entity that performed connected or related Work. Such books and records shall be made available upon reasonable notice of a request by the City, including up to three (3) years after final payment or release of withheld amounts. Such inspection and audit shall occur in Spokane County, Washington, or other reasonable locations mutually agreed to by the parties. The Consultant shall permit the City to copy such books and records at its own expense. The Consultant shall ensure that inspection, audit and copying rights of the City is a condition of any subcontract, agreement or other arrangement under which any other persons or entity may perform Work under this Agreement.

14. INDEPENDENT CONSULTANT.

- A. The Consultant is an independent Consultant. This Agreement does not intend the Consultant to act as a City employee. The City has neither direct nor immediate control over the Consultant nor the right to control the manner or means by which the Consultant works. Neither the Consultant nor any Consultant employee shall be an employee of the City. This Agreement prohibits the Consultant to act as an agent or legal representative of the City. The Consultant is not granted express or implied rights or authority to assume or create any obligation or responsibility for or in the name of the City, or to bind the City. The City is not liable for or obligated to pay sick leave, vacation pay, or any other benefit of employment, nor to pay social security or other tax that may arise from

employment. The Consultant shall pay all income and other taxes as due. The Consultant may perform work for other parties; the City is not the exclusive user of the services that the Consultant provides.

- B. If the City needs the Consultant to Work on City premises and/or with City equipment, the City may provide the necessary premises and equipment. Such premises and equipment are exclusively for the Work and not to be used for any other purpose.
- C. If the Consultant works on the City premises using City equipment, the Consultant remains an independent Consultant and not a City employee. The Consultant will notify the City Project Manager if s/he or any other Workers are within ninety (90) days of a consecutive 36-month placement on City property. If the City determines using City premises or equipment is unnecessary to complete the Work, the Consultant will be required to work from its own office space or in the field. The City may negotiate a reduction in Consultant fees or charge a rental fee based on the actual costs to the City, for City premises or equipment.

15. KEY PERSONS.

The Consultant shall not transfer or reassign any individual designated in this Agreement as essential to the Work, nor shall those key persons, or employees of Consultant 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 Consultant's employment, the Consultant 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 Consultant from its obligations under this Agreement.

16. ASSIGNMENT AND SUBCONTRACTING.

The Consultant 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 Consultant shall incorporate by reference this Agreement, except as otherwise provided. The Consultant shall require that all subconsultants comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the consultant from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

17. CITY ETHICS CODE.

- A. Consultant shall promptly notify the City in writing of any person expected to be a Consultant Worker (including any Consultant employee, subconsultant, principal, or owner) and was a former City officer or employee within the past twelve (12) months.
- B. Consultant shall ensure compliance with the City Ethics Code by any Consultant Worker when the Work or matter related to the Work is performed by a Consultant Worker who has been a City officer or employee within the past two (2) years.
- C. Consultant shall not directly or indirectly offer anything of value (such as retainers, loans, entertainment, favors, gifts, tickets, trips, favors, bonuses, donations, special discounts, work or meals) to any City employee, volunteer or official that is intended, or may appear to a reasonable person to be intended, to obtain or give special consideration to the Consultant. Promotional items worth less than \$25 may be distributed by the Consultant to a City employee if the Consultant uses the

items as routine and standard promotional materials. Any violation of this provision may cause termination of this Agreement. Nothing in this Agreement prohibits donations to campaigns for election to City office, so long as the donation is disclosed as required by the election campaign disclosure laws of the City and of the State.

18. NO CONFLICT OF INTEREST.

Consultant confirms that the Consultant or workers have no business interest or a close family relationship with any City officer or employee who was or will be involved in the consultant selection, negotiation, drafting, signing, administration or evaluation of the Consultant's work. As used in this Section, the term Consultant includes any worker of the Consultant who was, is, or will be, involved in negotiation, drafting, signing, administration or performance of the Agreement. The term "close family relationship" refers to: spouse or domestic partner, any dependent parent, parent-in-law, child, son-in-law, daughter-in-law; or any parent, parent in-law, sibling, uncle, aunt, cousin, niece or nephew residing in the household of a City officer or employee described above.

19. ERRORS AND OMISSIONS, CORRECTIONS.

Consultant is responsible for professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, and other services furnished by or on the behalf of the Consultant under this Agreement in the delivery of a final work product. The standard of care applicable to Consultant's services will be the degree of skill and diligence normally employed by professional engineers or Consultants performing the same or similar services at the time said services are performed. The Final Work Product is defined as a stamped, signed work product. Consultant, without additional compensation, shall correct or revise errors or mistakes in designs, drawings, specifications, and/or other consultant services immediately upon notification by the City. The obligation provided for in this Section regarding acts or omissions resulting from this Agreement survives Agreement termination or expiration.

20. INTELLECTUAL PROPERTY RIGHTS.

- A. Copyrights. The Consultant shall retain the copyright (including the right of reuse) to all materials and documents prepared by the Consultant for the Work, whether or not the Work is completed. The Consultant grants to the City a non-exclusive, irrevocable, unlimited, royalty-free license to use copy and distribute every document and all the materials prepared by the Consultant for the City under this Agreement. If requested by the City, a copy of all drawings, prints, plans, field notes, reports, documents, files, input materials, output materials, the media upon which they are located (including cards, tapes, discs, and other storage facilities), software program or packages (including source code or codes, object codes, upgrades, revisions, modifications, and any related materials) and/or any other related documents or materials developed solely for and paid for by the City to perform the Work, shall be promptly delivered to the City.
- B. Patents: The Consultant assigns to the City all rights in any invention, improvement, or discovery, with all related information, including but not limited to designs, specifications, data, patent rights and findings developed with the performance of the Agreement or any subcontract. Notwithstanding the above, the Consultant does not convey to the City, nor does the City obtain, any right to any document or material utilized by the Consultant created or produced separate from the Agreement or was pre-existing material (not already owned by the City), provided that the Consultant has identified in writing such material as pre-existing

prior to commencement of the Work. If pre-existing materials are incorporated in the work, the Consultant grants the City an irrevocable, non-exclusive right and/or license to use, execute, reproduce, display and transfer the pre-existing material, but only as an inseparable part of the work.

- C. The City may make and retain copies of such documents for its information and reference with their use on the project. The Consultant does not represent or warrant that such documents are suitable for reuse by the City or others, on extensions of the project or on any other project, and the City releases the Consultant from liability for any unauthorized reuse of such documents.

21. CONFIDENTIALITY.

Notwithstanding anything to the contrary, City will maintain the confidentiality of Company's materials and information only to the extent that is legally allowed in the State of Washington. City is bound by the State Public Records Act, RCW Ch. 42.56. That law presumptively makes all records in the possession of the City public records which are freely available upon request by anyone. In the event that City gets a valid public records request for Company's materials or information and the City determines there are exemptions only the Company can assert, City will endeavor to give Company notice. Company will be required to go to Court to get an injunction preventing the release of the requested records. In the event that Company does not get a timely injunction preventing the release of the records, the City will comply with the Public Records Act and release the records.

22. DISPUTES.

Any dispute or misunderstanding that may arise under this Agreement, concerning the Consultant's performance, shall first be through negotiations, if possible, between the Consultant's Project Manager and the City's Project Manager. It shall be referred to the Director and the Consultant's senior executive(s). If such officials do not agree upon a decision within a reasonable period of time, either party may decline or discontinue such discussions and may then pursue the legal means to resolve such disputes, including but not limited to mediation, arbitration and/or alternative dispute resolution processes. Nothing in this dispute process shall mitigate the rights of the City to terminate the Agreement. Notwithstanding all of the above, if the City believes in good faith that some portion of the Work has not been completed satisfactorily, the City may require the Consultant to correct such work prior to the City payment. The City will provide to the Consultant an explanation of the concern and the remedy that the City expects. The City may withhold from any payment otherwise due, an amount that the City in good faith finds to be under dispute, or if the Consultant provides no sufficient remedy, the City may retain the amount equal to the cost to the City for otherwise correcting or remedying the work not properly completed. Waiver of any of these rights is not deemed a future waiver of any such right or remedy available at law, contract or equity.

23. TERMINATION.

- A. For Cause: The City or Consultant may terminate the Agreement if the other party is in material breach of this Agreement, and such breach has not been corrected to the other party's reasonable satisfaction in a timely manner. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
- B. For Reasons Beyond Control of Parties: Either party may terminate this Agreement without recourse by the other where performance is rendered

impossible or impracticable for reasons beyond such party's reasonable control, such as, but not limited to, an act of nature, war or warlike operation, civil commotion, riot, labor dispute including strike, walkout or lockout, except labor disputes involving the Consultant's own employees, sabotage, or superior governmental regulation or control. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.

- C. For Convenience: Either party may terminate this Agreement without cause, upon thirty (30) days written notice to the other party.
- D. Actions upon Termination: if termination occurs not the fault of the Consultant, the Consultant shall be paid for the services properly performed prior to the actual termination date, with any reimbursable expenses then due, but such compensation shall not exceed the maximum compensation to be paid under the Agreement. The Consultant agrees this payment shall fully and adequately compensate the Consultant and all subconsultants for all profits, costs, expenses, losses, liabilities, damages, taxes and charges of any kind (whether foreseen or unforeseen) attributable to the termination of this Agreement.
- E. Upon termination, the Consultant shall provide the City with the most current design documents, contract documents, writings and other products the Consultant has produced to termination, along with copies of all project-related correspondence and similar items. The City shall have the same rights to use these materials as if termination had not occurred; provided however, that the City shall indemnify and hold the Consultant harmless from any claims, losses, or damages to the extent caused by modifications made by the City to the Consultant's work product.

24. EXPANSION FOR NEW WORK.

This Agreement scope may be expanded for new work. Any expansion for New Work (work not specified within the original Scope of Work Section of this Agreement, and/or not specified in the original RFP as intended work for the Agreement) must comply with all the following limitations and requirements: (a) the New Work is not reasonable to solicit separately; (b) the New Work is for reasonable purpose; (c) the New Work was not reasonably known either the City or Consultant at time of contract or else was mentioned as a possibility in the solicitation (such as future phases of work, or a change in law); (d) the New Work is not significant enough to be reasonably regarded as an independent body of work; (e) the New Work would not have attracted a different field of competition; and (f) the change does not vary the essential identified or main purposes of the Agreement. The City may make exceptions for immaterial changes, emergency or sole source conditions, or other situations required in City opinion. Certain changes are not New Work subject to these limitations, such as additional phases of Work anticipated at the time of solicitation, time extensions, Work Orders issued on an On-Call contract, and similar. New Work must be mutually agreed and issued by the City through written Addenda. New Work performed before an authorizing Amendment may not be eligible for payment.

25. MISCELLANEOUS PROVISIONS.

- A. Amendments: No modification of this Agreement shall be effective unless in writing and signed by an authorized representative of each of the parties hereto.
- B. Binding Agreement: This Agreement shall not be binding until signed by both parties. The provisions, covenants and conditions in this Agreement shall bind the parties, their legal heirs, representatives, successors and assigns.

- C. Americans with Disabilities Act (ADA): Specific attention by the designer is required in association with the Americans with Disabilities Act (ADA) 42 U.S.C. 12101-12213 and 47 U.S.C. 225 and 611, its requirements, regulations, standards and guidelines, which were updated in 2010 and are effective and mandatory for all State and local government facilities and places of public accommodation for construction projects including alteration of existing facilities, as of March 15, 2012. The City advises that the requirements for accessibility under the ADA, may contain provisions that differ substantively from accessibility provisions in applicable State and City codes, and if the provisions of the ADA impose a greater or equal protection for the rights of individuals with disabilities or individuals associated with them than the adopted local codes, the ADA prevail unless approval for an exception is obtained by a formal documented process. Where local codes provide exceptions from accessibility requirements that differ from the ADA Standards; such exceptions may not be permitted for publicly owned facilities subject to Title II requirements unless the same exception exists in the Title II regulations. It is the responsibility of the designer to determine the code provisions.
- D. The Consultant, 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 Consultant shall comply with the requirements of this Section.
- E. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in the Superior Court of Spokane County.
- F. Remedies Cumulative: Rights under this Agreement are cumulative and nonexclusive of any other remedy of law or in equity.
- G. Captions: The titles of sections or subsections are for convenience only and do not define or limit the contents.
- H. 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.
- I. 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 or condition. Neither the acceptance by the City of any performance by the Consultant after the time the same shall have become due nor payment to the Consultant 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.
- J. Additional Provisions: This Agreement may be modified by additional terms and conditions ("Special Conditions") which shall be attached to this Agreement as an Exhibit. The parties agree that the Special Conditions shall supplement the terms and conditions of the Agreement, and in the event of ambiguity or conflict with the terms and conditions of the Agreement, these Special Conditions shall govern.
- K. Entire Agreement: This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Consultant. 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.

- L. Negotiated Agreement: The parties acknowledge this is a negotiated agreement, that they have had this Agreement reviewed by their respective legal counsel, and that the terms and conditions of this Agreement are not to be construed against any party on the basis of such party's draftsmanship.
- M. 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.

DESIGN WEST

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 – Scope of Services

M22-158

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/> 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

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/8/2022

Clerk's File #

OPR 2022-0449

Renews #**Cross Ref #****Submitting Dept**

CITY COUNCIL

Contact Name/Phone

DEVIN BIVIANO X6577

Project #**Contact E-Mail**

DBIVIANO@SPOKANECITY.ORG

Bid #**Agenda Item Type**

Contract Item

Requisition #**Agenda Item Name**

1540 EVICTION RENT ASSISTANCE PROGRAM (ERAP 2.0) SUB-GRANT - CARL MAXEY

Agenda Wording

CHHS is requesting permission to award \$825,000 in ERAP 2.0 funds to Carl Maxey Center.

Summary (Background)

The Department of Commerce Eviction Rent Assistance Program (ERAP) 2.0 is a continuation of Washington State's response to the COVID-19 disaster. ERAP 2.0 is a \$403 million program funded by the American Rescue Plan Act (ARPA) Coronavirus State Fiscal Recovery Fund. ERAP 2.0 will remain active between October 2021 and June 2023. The City was awarded \$5.9 million. The City will use the funding to continue to prevent evictions by paying rental arrears, current and future rent, and other costs.

Lease? YES

Grant related? NO

Public Works? YES

Fiscal Impact**Budget Account**

Expense \$ 825,000

1540-95592-65410-54201-99999

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

ALLERS, HANNAHLEE

Study Session\Other

6/6 Public Safety

Division Director**Council Sponsor**

CM Kinnear; CM Wilkerson

Finance**Distribution List****Legal**

jcercedes@spokanecity.org

For the Mayor

efinch@spokanecity.org

Additional Approvals

dbiviano@spokanecity.org

Purchasing

kclifton@spokanecity.org

chhsgrants@spokanecity.org

chhsaccounting@spokanecity.org

Committee Agenda Sheet

Public Safety and Community Health Committee

Submitting Department	CHHS
Contact Name & Phone	Devin Biviano, 509-625-6577
Contact Email	dbiviano@spokanecity.org
Council Sponsor(s)	CM Cathcart
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested: _____
Agenda Item Name	ERAP 2.0 Funding Acceptance and Distribution
Summary (Background)	<p>This request is to accept the recommendations of the CHHS Board/RFP Committee regarding the distribution of Rental Assistance funds granted by Commerce for Eviction Rent Assistance Program 2.0 to community partner agencies. The total contract amount is \$5,879,189 (\$5,585,230 after CoS Admin) and is intended to prevent evictions by paying past due and future rent and utilities while distributing funds equitably.</p> <p>The precise amounts distributed to each of the three applicants, as confirmed by the CHHS Board based on the recommendation of the RFP Committee following their review of applications are:</p> <ul style="list-style-type: none"> - LiveStories: \$3,860,230 - Carl Maxey Center: \$825,000 - Family Promise of Spokane: \$900,000 - = \$5,585,230 total distributed to partner agencies processing Emergency Rental Assistance applications in City of Spokane
Proposed Council Action & Date:	Please approve the CHHS Board's distribution of ERAP 2.0 funds to partner agencies for disbursement to applicants – June 6 th , 2022
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Department of Treasury via Department of Commerce Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impacts	
What impacts would the proposal have on historically excluded communities? The ERAP 2.0 money requires that the funds are distributed equitably based on population demographics. Partner agencies include 'by and for' organizations that prioritize BIPOC and underrepresented applicants.	
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?	

Providers will submit monthly reports, which are processed and communicated to the Department of Commerce and Department of the Treasury as required; data is also posted on the City's Rental Assistance webpage for public viewing.

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

Review of financial data and program outcomes will be used to improve the ongoing effectiveness and efficiency of the program.

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 aligns with the 5-year strategy to end homelessness.

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/8/2022

Clerk's File #

OPR 2022-0450

Renews #**Cross Ref #****Project #****Bid #****Requisition #****Submitting Dept**

CITY COUNCIL

Contact Name/Phone

DEVIN BIVIANO X6577

Contact E-Mail

DBIVIANO@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

1540 EVICTION RENT ASSISTANCE PROGRAM (ERAP 2.0) SUB-GRANT - FAMILY PROMISE

Agenda Wording

CHHS is requesting permission to award \$900,000 in ERAP 2.0 funds to Family Promise of Spokane.

Summary (Background)

The Department of Commerce Eviction Rent Assistance Program (ERAP) 2.0 is a continuation of Washington State's response to the COVID-19 disaster. ERAP 2.0 is a \$403 million program funded by the American Rescue Plan Act (ARPA) Coronavirus State Fiscal Recovery Fund. ERAP 2.0 will remain active between October 2021 and June 2023. The City was awarded \$5.9 million. The City will use the funding to continue to prevent evictions by paying rental arrears, current and future rent, and other costs.

Lease? NO

Grant related? YES

Public Works? NO

Fiscal Impact**Budget Account**

Expense \$ 900,000

1540-95592-65410-54201-99999

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

ALLERS, HANNAHLEE

Study Session\Other

6/6 Public Safety

Division Director**Council Sponsor**

CM Kinnear; CM Wilkerson

Finance**Distribution List****Legal**

jcercedes@spokanecity.org

For the Mayor

efinch@spokanecity.org

Additional Approvals

dbiviano@spokanecity.org

Purchasing

kclifton@spokanecity.org

chhsgrants@spokanecity.org

chhsaccounting@spokanecity.org

Committee Agenda Sheet

Public Safety and Community Health Committee

Submitting Department	CHHS
Contact Name & Phone	Devin Biviano, 509-625-6577
Contact Email	dbiviano@spokanecity.org
Council Sponsor(s)	CM Cathcart
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested: _____
Agenda Item Name	ERAP 2.0 Funding Acceptance and Distribution
Summary (Background)	<p>This request is to accept the recommendations of the CHHS Board/RFP Committee regarding the distribution of Rental Assistance funds granted by Commerce for Eviction Rent Assistance Program 2.0 to community partner agencies. The total contract amount is \$5,879,189 (\$5,585,230 after CoS Admin) and is intended to prevent evictions by paying past due and future rent and utilities while distributing funds equitably.</p> <p>The precise amounts distributed to each of the three applicants, as confirmed by the CHHS Board based on the recommendation of the RFP Committee following their review of applications are:</p> <ul style="list-style-type: none"> - LiveStories: \$3,860,230 - Carl Maxey Center: \$825,000 - Family Promise of Spokane: \$900,000 - = \$5,585,230 total distributed to partner agencies processing Emergency Rental Assistance applications in City of Spokane
Proposed Council Action & Date:	Please approve the CHHS Board's distribution of ERAP 2.0 funds to partner agencies for disbursement to applicants – June 6 th , 2022
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Department of Treasury via Department of Commerce Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impacts	
What impacts would the proposal have on historically excluded communities? The ERAP 2.0 money requires that the funds are distributed equitably based on population demographics. Partner agencies include 'by and for' organizations that prioritize BIPOC and underrepresented applicants.	
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?	

Providers will submit monthly reports, which are processed and communicated to the Department of Commerce and Department of the Treasury as required; data is also posted on the City's Rental Assistance webpage for public viewing.

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

Review of financial data and program outcomes will be used to improve the ongoing effectiveness and efficiency of the program.

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 aligns with the 5-year strategy to end homelessness.

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/8/2022

Clerk's File #

OPR 2022-0451

Renews #**Cross Ref #****Project #****Bid #****Requisition #****Submitting Dept**

CITY COUNCIL

Contact Name/Phone

DEVIN BIVIANO X6577

Contact E-Mail

DBIVIANO@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

1540 EVICTION RENT ASSISTANCE PROGRAM (ERAP 2.0) SUB-GRANT - LIVESTORIES

Agenda Wording

CHHS is requesting permission to award \$3,860,230 in ERAP 2.0 funds to Geocko, Inc., dba LiveStories.

Summary (Background)

The Department of Commerce Eviction Rent Assistance Program (ERAP) 2.0 is a continuation of Washington State's response to the COVID-19 disaster. ERAP 2.0 is a \$403 million program funded by the American Rescue Plan Act (ARPA) Coronavirus State Fiscal Recovery Fund. ERAP 2.0 will remain active between October 2021 and June 2023. The City was awarded \$5.9 million. The City will use the funding to continue to prevent evictions by paying rental arrears, current and future rent, and other costs.

Lease? NO

Grant related? YES

Public Works? NO

Fiscal Impact**Budget Account**

Expense \$ 3,860,230

1540-95592-65410-54201-99999

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

ALLERS, HANNAHLEE

Study Session\Other

6/6 Public Safety

Division Director**Council Sponsor**

CM Kinnear; CM Wilkerson

Finance**Distribution List****Legal**

jcercedes@spokanecity.org

For the Mayor

efinch@spokanecity.org

Additional Approvals

dbiviano@spokanecity.org

Purchasing

kclifton@spokanecity.org

chhsgrants@spokanecity.org

chhsaccounting@spokanecity.org

Committee Agenda Sheet

Public Safety and Community Health Committee

Submitting Department	CHHS
Contact Name & Phone	Devin Biviano, 509-625-6577
Contact Email	dbiviano@spokanecity.org
Council Sponsor(s)	CM Cathcart
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested: _____
Agenda Item Name	ERAP 2.0 Funding Acceptance and Distribution
Summary (Background)	<p>This request is to accept the recommendations of the CHHS Board/RFP Committee regarding the distribution of Rental Assistance funds granted by Commerce for Eviction Rent Assistance Program 2.0 to community partner agencies. The total contract amount is \$5,879,189 (\$5,585,230 after CoS Admin) and is intended to prevent evictions by paying past due and future rent and utilities while distributing funds equitably.</p> <p>The precise amounts distributed to each of the three applicants, as confirmed by the CHHS Board based on the recommendation of the RFP Committee following their review of applications are:</p> <ul style="list-style-type: none"> - LiveStories: \$3,860,230 - Carl Maxey Center: \$825,000 - Family Promise of Spokane: \$900,000 - = \$5,585,230 total distributed to partner agencies processing Emergency Rental Assistance applications in City of Spokane
Proposed Council Action & Date:	Please approve the CHHS Board's distribution of ERAP 2.0 funds to partner agencies for disbursement to applicants – June 6 th , 2022
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Department of Treasury via Department of Commerce Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impacts	
What impacts would the proposal have on historically excluded communities? The ERAP 2.0 money requires that the funds are distributed equitably based on population demographics. Partner agencies include 'by and for' organizations that prioritize BIPOC and underrepresented applicants.	
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?	

Providers will submit monthly reports, which are processed and communicated to the Department of Commerce and Department of the Treasury as required; data is also posted on the City's Rental Assistance webpage for public viewing.

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

Review of financial data and program outcomes will be used to improve the ongoing effectiveness and efficiency of the program.

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 aligns with the 5-year strategy to end homelessness.

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

5/25/2022

Clerk's File #

ORD C36220

Renews #**Submitting Dept**

ACCOUNTING

Cross Ref #**Contact Name/Phone**

MICHELLE 509-625-6320

Project #**Contact E-Mail**

MMURRAY@SPOKANECITY.ORG

Bid #**Agenda Item Type**

Special Budget Ordinance

Requisition #**Agenda Item Name**

5600 - SBO TO TRANSFER FUND BALANCE FOR PUBLIC SAFETY CAPITAL

Agenda Wording

A special budget ordinance to transfer Facilities-Capital fund balance to the Police and Fire Property Acquisition Funds for the purpose of public safety capital needs as identified in the 2022-2027 Citywide Capital Improvement Program.

Summary (Background)

Since 2014, the Police and Fire capital programs have been funded by a series of SIP loans funded on an annual basis for capital purchases in the six-year capital plan. It has not been determined if a SIP loan for 2022 capital purchases will be issued. The SBO would transfer Facilities-Capital unappropriated reserves, that have accumulated for the purpose of debt service and capital purchases, to the Police and Fire capital funds to allow for their 2022 capital purchases.

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Expense \$ 850,000

5901-79125-97187-80101

Expense \$ 850,000

5901-79115-97186-80101

Revenue \$ 850,000

5902-79115-99999-39797

Expense \$ 850,000

5902-79115-94000-56404

Approvals**Council Notifications****Dept Head**

MURRAY, MICHELLE

Study Session\Other

Finance Committee -

Division Director

WALLACE, TONYA

Council Sponsor

CM Wilkerson / CM

Finance

MURRAY, MICHELLE

Distribution List**Legal**

PICCOLO, MIKE

mmurray@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

twallace@spokanecity.org

Additional Approvals

budget@spokanecity.org

Purchasing

kschmitt@spokanecity.org

MANAGEMENT &

INGIOSI, PAUL



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

Fiscal Impact

Revenue **\$** 850,000

Expense **\$** 850,000

Budget Account

5903-79125-99999-39797

5903-79125-94220-56404

Distribution List

ORDINANCE NO C36220

An ordinance amending Ordinance No. C-36161, passed by the City Council December 13, 2021, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2022, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2022, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2022 budget Ordinance No. C-36161, as above entitled, and which passed the City Council December 13, 2021, it is necessary to establish and make changes in the appropriations of the Asset Management Capital Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Asset Management Capital Fund, and the budget annexed thereto with reference to the Asset Management Capital Fund, the following changes be made:

- (1) Increase appropriation by \$ 1,700,000.
- (A) \$ 850,000 of the increased appropriation is transferred from the Asset Management Capital to the Asset Management Fire Capital Fund.
- (B) \$850,000 of the increased appropriation is transferred from the Asset Management Capital Fund to the Asset Management Police Capital Fund.

Section 2. That in the budget of the Asset Management Fire Capital Fund, and the budget annexed thereto with reference to the Asset Management Fire Capital Fund, the following changes be made:

- (1) Increase revenue appropriation by \$ 850,000.
- (A) Of the increased appropriation \$ 850,000 is a transfer from Asset Management Capital fund.
- (2) Increase appropriation by \$ 850,000
- (B) Of the increased appropriation \$ 850,000 is provided solely for capital expenditures related to Fire.

Section 3. That in the budget of the Asset Management Police Capital Fund, and the budget annexed thereto with reference to the Asset Management Police Capital Fund, the following changes be made:

- (1) Increase revenue appropriation by \$ 850,000.
- (A) Of the increased appropriation \$ 850,000 is a transfer from Asset Management Capital fund.
- (2) Increase appropriation by \$ 850,000
- (B) Of the increased appropriation \$ 850,000 is provided solely for capital expenditures related to Police.

Section 4. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need for capital expenditures in the Asset Management Fire Capital Fund and the Asset Management Police Capital Fund, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____

Assistant City Attorney

Mayor

Date

Effective Date

Briefing Paper

FINANCE AND ADMINISTRATION

Division & Department:	City Council
Subject:	Asset Capital Fire & Police
Date:	4/11/22
Contact (email & phone):	Michelle Murray mmurray@spokanecity.org 509-625-6320
City Council Sponsor:	
Executive Sponsor:	Tonya Wallace
Committee(s) Impacted:	Finance and Administration Committee
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of SBO to utilize existing reserves in the Asset Management Fund to fund 2022 Fire & Police Capital as per the Capital Plan
<u>Background/History:</u>	
<p><u>Executive Summary:</u></p> <p>Since 2014 the Police and Fire Capital Program has been funded by a series of SIP Loans that were funded on an annual basis for capital purchases in the six year capital plan. In 2022 it has not been determined if a SIP Loan will be issued for 2022 capital purchases leaving them in unfunded status. This SBO would allow Asset Management Capital funds to use unappropriated reserves from the General Fund that have accumulated in the Asset Management Capital fund for the purpose of debt service and capital purchases.</p> <p>This amount is identified as a funding source in the capital plan and are surplus funds contributed to the Asset Management Capital Fund over what the 2022 requirement for debt service is and is making these funds available for capital purchases.</p> <p>Fire's proportionate share \$ 850,000 Police's proportionate share \$ 850,000 Total Ask \$ 1,700,000</p>	
<u>Budget Impact:</u>	
TOTAL COST:	
Approved in current year budget?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Annual/Reoccurring expenditure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
If new, specify funding source:	
Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u>	
Consistent with current operations/policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Requires change in current operations/policy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Specify changes required:	
Known challenges/barriers:	



Agenda Sheet for City Council Meeting of:
06/13/2022

Date Rec'd	5/25/2022
Clerk's File #	ORD C36221
Renews #	
Cross Ref #	
Project #	
Bid #	
Requisition #	

Submitting Dept	CITY COUNCIL
Contact Name/Phone	ZACK ZAPPONE X6256
Contact E-Mail	ZZAPPONE@SPOKANECITY.ORG
Agenda Item Type	Special Budget Ordinance
Agenda Item Name	0320 - COMMUNITY CROSSWALK SBO

Agenda Wording

Funding for pilot programs related to community crosswalks and street murals.

Summary (Background)

SBO increasing appropriations of the Traffic Calming Measures Fund by \$972,750. \$672,750 will go towards a three-year Street Mural Pilot Program while \$300,000 will go towards a a three-year Community Crosswalks Pilot Program.

Lease? NO Grant related? NO Public Works? NO

Fiscal Impact

Expense	\$ 972,750	<u>Budget Account</u>
Select	\$	# Traffic Calming
Select	\$	#
Select	\$	#
Select	\$	#

Approvals

Dept Head ALLERS, HANNAHLEE

Division Director

Finance

Legal

For the Mayor

Additional Approvals

Purchasing

Council Notifications

Study Session\Other 5/23 PIES Committee

Council Sponsor CMs Stratton, Wilkerson & Zappone

Distribution List

jgunn@spokanecity.org

Committee Agenda Sheet

[COMMITTEE]

Submitting Department	City Council – Zack Zappone
Contact Name & Phone	Jeff Gunn (509) 625-6718
Contact Email	jgunn@spokanecity.org
Council Sponsor(s)	CM Zappone, CM Stratton
Select Agenda Item Type	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion Time Requested: <u>10 minutes</u>
Agenda Item Name	Community Crosswalks
Summary (Background)	<p>A Resolution regarding the approval of a three-year Community Crosswalk Pilot Program to be paid through the Traffic Calming Measures Fund for up to \$300,000.</p> <p>A Community Crosswalk Pilot Program would allow each Council District to apply for two Community Crosswalks over a three-year period to equal six total crosswalks.</p> <p>These crosswalks will serve as traffic calming measures, in accordance with recommendations from the National Association of City Transportation Officials, while also showcasing our unique neighborhoods and diverse communities.</p>
Proposed Council Action & Date:	File for Council action on June 13 th .

Fiscal Impact:

Total Cost: \$300,000

Approved in current year budget? ☐ Yes ☐ No ☒ N/A

Funding Source ☒ One-time ☐ Recurring

Specify funding source: Traffic Calming Measures Fund

Expense Occurrence ☒ One-time ☐ Recurring

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

Operations Impacts

What impacts would the proposal have on historically excluded communities?

This proposal will provide representation to historically excluded communities through the implementation of community crosswalks. These crosswalks have been utilized throughout the country to show and celebrate the diversity of a 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?

Demographic data will be collected to ensure the crosswalks are located in a way that gives representation to race, ethnicity, gender identity, national origin, income level, disability, sexual orientation and other existing disparities.

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

Data will be collected regarding car crashes and pedestrian safety to ensure that the crosswalks are acting as effective traffic calming measures.

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 in alignment with the Spokane Municipal Code (17H.010.210) as well as Chapter Four, Transportation, of the Comprehensive Plan.

ORDINANCE NO C36221

An ordinance amending Ordinance No. C-36161, passed by the City Council December 13, 2021, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2022, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2022, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2022 budget Ordinance No. C-36161, as above entitled, and which passed the City Council December 13, 2021, it is necessary to make changes in the appropriations of the Traffic Calming Measures Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That in the budget of the Traffic Calming Measures Fund, and the budget annexed thereto with reference to the Traffic Calming Measures Fund, the following changes be made:

- 1) Increase appropriations by \$972,750
 - A) Of the increased appropriation, \$300,000 is to be used for the implementation of a three-year "Community Crosswalks" pilot program to include:
 - i.) A total of six decorative crosswalks to be administered in accordance with the Spokane Streets Department to ensure the designs meet the standards set by the National Association of City Transportation Officials, thus adhering to the Spokane Municipal Code Section 17H.010.210.
 - B) Of the increased appropriation, \$672,750 is to be used to administer a three-year "Residential Street Murals" pilot program to include up to two street murals per neighborhood during the three-year pilot program.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to increase pedestrian safety at crosswalks, while adding character to our neighborhoods and showing inclusivity to our diverse communities, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

6/7/2022

Clerk's File #

ORD C36222

Renews #**Cross Ref #****Project #****Bid #****Requisition #****Submitting Dept**

CITY ATTORNEY

Contact Name/Phone

MICHAEL ORMSBY 6287

Contact E-Mail

MORMSBY@SPOKANECITY.ORG

Agenda Item Type

Special Budget Ordinance

Agenda Item Name

0500 SPECIAL BUDGET ORDINANCE

Agenda Wording

City code permits intrafund budget transfers of budgeted personnel expenses to non-personnel expenses only when approved by an ordinance passed by the vote of one more than the majority of all members of the City Council (SMC 07.09.010(A)(4)).

Summary (Background)

The department would like to transfer \$40,000 in salary and benefit savings from a vacant Attorney Assistant position to the contractual services expense type to hire a legal temp.

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral \$ (40,000.00)

0500-33200-15300-00270

Neutral \$ 40,000.00

0500-33200-15300-54201

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

PICCOLO, MIKE

Study Session\Other

6/13/22

Division Director**Council Sponsor**Council Members
Wilkerson and Kinnear**Finance**

MURRAY, MICHELLE

Distribution List**Legal**

PICCOLO, MIKE

mormsby@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

sdhansen@spokanecity.org

Additional Approvals

ywang@spokanecity.org

Purchasing**MANAGEMENT &
BUDGET**

INGIOSI, PAUL

ORDINANCE NO C36222

An ordinance amending Ordinance No. C-36161, passed by the City Council December 13, 2021, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2022, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2022, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2022 budget Ordinance No. C-36161, as above entitled, and which passed the City Council December 13, 2021, it is necessary to make changes in the appropriations of the General Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the General Fund, and the budget annexed thereto with reference to the General Fund, the following changes be made:

- 1) Decrease the appropriation for an Attorney Assistant position in the Legal Department by \$40,000.
- 2) Increase the appropriation for contractual services by \$40,000.
- 3) There is no change to the overall appropriation level in the General Fund.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from hiring a legal temp for an attorney assistant position, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Mayor

Date

Effective Date

**Agenda Sheet for City Council Meeting of:**

06/13/2022

Date Rec'd

5/25/2022

Clerk's File #

RES 2022-0053

Renews #**Submitting Dept**

CITY COUNCIL

Cross Ref #**Contact Name/Phone**

ZACK ZAPPONE X6256

Project #**Contact E-Mail**

ZZAPPONE@SPOKANECITY.ORG

Bid #**Agenda Item Type**

Resolutions

Requisition #**Agenda Item Name**

0320 - COMMUNITY CROSSWALK RESOLUTION

Agenda Wording

Creating a pilot program for community crosswalks in all three Council Districts.

Summary (Background)

Approval of a three-year Community Crosswalk Pilot Program to be paid through the Traffic Calming Measures Fund for up to \$300,000. Community Crosswalk Pilot Program would allow each Council District to apply for two Community Crosswalks over a three-year period to equal six total crosswalks. Will serve as traffic calming measures, in accordance with recommendations from the National Association of City Transportation Officials, while also showcasing our neighborhoods/diverse communities.

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

ALLERS, HANNAHLEE

Study Session\Other

5/23 PIES Committee

Division Director**Council Sponsor**CMs Stratton, Wilkerson
and Zappone**Finance****Distribution List****Legal**

jgunn@spokanecity.org

For the Mayor**Additional Approvals****Purchasing**

Committee Agenda Sheet

[COMMITTEE]

Submitting Department	City Council – Zack Zappone
Contact Name & Phone	Jeff Gunn (509) 625-6718
Contact Email	jgunn@spokanecity.org
Council Sponsor(s)	CM Zappone, CM Stratton
Select Agenda Item Type	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion Time Requested: <u>10 minutes</u>
Agenda Item Name	Community Crosswalks
Summary (Background)	<p>A Resolution regarding the approval of a three-year Community Crosswalk Pilot Program to be paid through the Traffic Calming Measures Fund for up to \$300,000.</p> <p>A Community Crosswalk Pilot Program would allow each Council District to apply for two Community Crosswalks over a three-year period to equal six total crosswalks.</p> <p>These crosswalks will serve as traffic calming measures, in accordance with recommendations from the National Association of City Transportation Officials, while also showcasing our unique neighborhoods and diverse communities.</p>
Proposed Council Action & Date:	File for Council action on June 13 th .

Fiscal Impact:

Total Cost: \$300,000

Approved in current year budget? ☐ Yes ☐ No ☒ N/A

Funding Source ☒ One-time ☐ Recurring

Specify funding source: Traffic Calming Measures Fund

Expense Occurrence ☒ One-time ☐ Recurring

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

Operations Impacts

What impacts would the proposal have on historically excluded communities?

This proposal will provide representation to historically excluded communities through the implementation of community crosswalks. These crosswalks have been utilized throughout the country to show and celebrate the diversity of a 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?

Demographic data will be collected to ensure the crosswalks are located in a way that gives representation to race, ethnicity, gender identity, national origin, income level, disability, sexual orientation and other existing disparities.

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

Data will be collected regarding car crashes and pedestrian safety to ensure that the crosswalks are acting as effective traffic calming measures.

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 in alignment with the Spokane Municipal Code (17H.010.210) as well as Chapter Four, Transportation, of the Comprehensive Plan.

RESOLUTION NO. 2022-0053

A Resolution regarding the approval of a three-year Community Crosswalk Pilot Program to be paid through the Traffic Calming Measures Fund for up to \$300,000.

WHEREAS, the City Council has adopted Resolution No. 2014-0032 and 2010-0001 regarding the allocation of funds generated from automated traffic safety cameras; and

WHEREAS, the funds generated from automated traffic safety cameras are designed for neighborhood traffic calming projects, in which the goal is to make our neighborhoods more livable and safer for all users; and

WHEREAS, the Institute of Transportation Engineers defines traffic calming as “the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized street users;” and

WHEREAS, crosswalks serve as a traffic calming measure, encouraging drivers to slow down and yield to pedestrians; and

WHEREAS, section 17H.010.210 of the Spokane Municipal Code states, “The design of marked crosswalks on arterial streets shall meet guidance in the Federal Highway Administration Best Practices Design Guide, NACTO or other nationally recognized guidelines” and

WHEREAS, the National Association of City Transportation Officials (NACTO) recommends the use of decorative crosswalks as a tool to improve pedestrian safety, while simultaneously adding character to a neighborhood, stating, “They help define the pedestrian space and discourage vehicles from encroaching upon the pedestrian crossing area. They also help to beautify the streetscape and add a specific character to a neighborhood;” and

WHEREAS, the City of Spokane aims to be an inclusive and welcoming city to all, and community crosswalks, which are decorative crosswalks, provide an opportunity to improve pedestrian safety while showcasing our distinct neighborhoods and diverse communities; and

WHEREAS, these objectives can be achieved by implementing a three-year Community Crosswalk Pilot Program; and

NOW, THEREFORE, BE IT RESOLVED that the Spokane City Council moves to approve Resolution No. 2022 – in order to create a three-year Community Crosswalk Pilot Program to be paid through the Traffic Calming Measures Fund for up to \$300,000. This program will allow for two community crosswalks per district over a three-year period to equal six community crosswalks in total.

BE IT ALSO RESOLVED that the Council will ensure the first community crosswalk will be a rainbow painted crosswalk to show solidarity and support for our LGBTQ+ community members ahead of Pride Month and it will serve as a kick-off to the Community Crosswalk Pilot Program.

Passed by the City Council this ____ day of _____, 2022.

City Clerk

Approved as to form:

Assistant City Attorney



Agenda Sheet for City Council Meeting of: 06/13/2022

<u>Date Rec'd</u>	6/1/2022
<u>Clerk's File #</u>	RES 2022-0054
<u>Renews #</u>	

<u>Submitting Dept</u>	WATER & HYDROELECTRIC SERVICES	<u>Cross Ref #</u>	C36060
<u>Contact Name/Phone</u>	MARLENE FEIST 625-6505	<u>Project #</u>	
<u>Contact E-Mail</u>	MFEIST@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Resolutions	<u>Requisition #</u>	
<u>Agenda Item Name</u>	5200 - WATER FEE SCHEDULE UPDATES		

Agenda Wording

A resolution regarding amendment to the City of Spokane Water and Hydroelectric Department - Fee & Cost Schedule.

Summary (Background)

The City updated and revised its Water Rate Ordinances in November 2020. During the update process, water fees and costs were removed from the SMC and incorporated into a Public Rule and Procedure Fee Schedule - Rule 4100-20-02, which was adopted on November 17, 2020. Since adoption, costs have increased necessitating an update of the Public Rule and Procedure Fee Schedule to reflect current costs for 2022.

Lease?	NO	Grant related?	NO	Public Works?	NO
<u>Fiscal Impact</u>			<u>Budget Account</u>		
Select	\$			#	
Select	\$			#	
Select	\$			#	
Select	\$			#	
<u>Approvals</u>				<u>Council Notifications</u>	
<u>Dept Head</u>		SEARL, LOREN		<u>Study Session\Other</u>	PIES 4/25 & 5/23
<u>Division Director</u>		FEIST, MARLENE		<u>Council Sponsor</u>	Beggs/Kinnear
<u>Finance</u>		ALBIN-MOORE, ANGELA		<u>Distribution List</u>	
<u>Legal</u>		SCHOEDEL, ELIZABETH			
<u>For the Mayor</u>		ORMSBY, MICHAEL			
<u>Additional Approvals</u>					
<u>Purchasing</u>					

Committee Agenda Sheet

Public Infrastructure, Environment & Sustainability (PIES) Committee

Submitting Department	Water and Hydroelectric Department
Contact Name & Phone	Loren Searl – 625-7840
Contact Email	LSearl@spokanecity.org
Council Sponsor(s)	Beggs and Kinnear
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested:
Agenda Item Name	Public Rule Water Fees and Costs
Summary (Background)	<p><i>The City updated and revised its Water Rate Ordinances in November 2020. During the update process, water fees and costs were removed from the SMC and incorporated into a Public Rule and Procedure Fee Schedule – Rule 4100-20-02, which was adopted on November 17, 2020.</i></p> <p><i>Since adoption, costs have increased necessitating an update of the Public Rule and Procedure Fee Schedule to reflect current costs for 2022.</i></p>
Proposed Council Action & Date:	Approve May 23, 2022
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" 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.)	
Operations Impacts	
What impacts would the proposal have on historically excluded communities? <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. 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 item supports the operations of Public Works.</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 – This work is designed to manage costs and continue service delivery in support of all citizens and ratepayers. It will not impact racial, gender identity, national origin, income level, disability, sexual orientation or other existing disparity factors.

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. This Public Rule is a cost recovery of supplies provided for the water system.

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 Public Rule is consistent with the City's requirement for cost recovery of supplies.

RESOLUTION

A resolution regarding amendment to the City of Spokane Water and Hydroelectric Department – Fee & Cost Schedule.

WHEREAS, the City of Spokane Water and Hydroelectric Department Water Code is contained in Chapter 13.04 of the Spokane Municipal Code (SMC); and

WHEREAS, Chapter 13.04.030 of the SMC provides the General Provisions for Rates and Regulations: and

WHEREAS, on November 9, 2020, the City adopted the Public Rule and Procedure Regarding the Water and Hydroelectric Department Fee and Cost Schedule; and

WHEREAS, during the past 6- 12 months the City has seen costs for supplies and materials substantially increase and as a result, it is necessary to update the Fee and Cost Schedule to accommodate the actual costs of administration and equipment of the Water and Hydroelectric Department; and

WHEREAS, the Water and Hydroelectric Department - Fee & Cost Schedule Public Rule is attached and available to members of the public as attached hereto as Attachment “A”.

-- NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPOKANE that the City Council hereby approves the amendment of the PUBLIC RULE AND PROCEDURE REGARDING THE WATER AND HYDROELECTRIC DEPARTMENT – FEE AND COST SCHEDULE, as contained in Attachment “A”.

ADOPTED by City Council this ____ day of May 2022.

City Clerk

Approved as to form:

Assistant City Attorney

CITY OF SPOKANE
PUBLIC RULE
DEPARTMENT POLICY AND PROCEDURE

CITY OF SPOKANE WATER AND HYDROELECTRIC DEPARTMENT PUBLIC RULE AND PROCEDURE	RULE 4100-20-02 LGL 2022-0024
TITLE: WATER AND HYDROELECTRIC DEPARTMENT – FEE SCHEDULE	
EFFECTIVE DATE: DECEMBER 17, 2020 REVISION DATE: JUNE 1, 2022	

1.0 GENERAL

- 1.1 The City of Spokane Water and Hydroelectric Department established the following public rule, policy, procedures, and fee schedule.

The Public Rule relates to the charges of fees and costs for various services related to the Water and Hydroelectric Department from the City of Spokane.

The administrative fees and costs schedule can be found onsite at Water and Hydroelectric Department located at: 914 East North Foothills Drive, Spokane, Washington 99207.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This public rule and policy shall apply to the City of Spokane Water and Hydroelectric Department, the City of Spokane Utilities Billing Department, and the City of Spokane Accounting Department.

3.0 REFERENCES

Spokane Municipal Code (SMC) Chapter 13.04
Chapter 246-290 WAC – Group A Public Water Systems
Chapter 246-293 WAC – Water System Coordination Act
Chapter 70A.120 RCW – Public Water Supply System
City of Spokane Public Rule 4100-20-01, Water Hydrant Usage Policy and Fees
dated June 25, 2020.

4.0 DEFINITIONS

4.1 See SMC 13.04.0816 & Chapter 13.04 SMC

5.0 POLICY

5.1 It is the policy of the City of Spokane to adopt fees for reimbursement of costs for administering the City's Water and Hydroelectric Department programs in compliance with Department of Health regulations.

6.0 PROCEDURE

6.1 The Water & Hydroelectric Department fees and costs for various services related to the Water and Hydroelectric programs and services of the City of Spokane.

6.2 These fees and costs are intended to cover the costs of administration of the Water and Hydroelectric Department, including but not limited to, costs associated with permits, tap and meter connections, monitoring, inspections, sampling, analysis, publication, processing, and violation remediation.

6.3 Current Fees and Charges:

6.3.1 Meter Fees and Tap Fees are charged as stated in Appendix A, attached.

6.3.2 Return Inspection Fees and Reschedule Fees are charged based on actual charges for the number of hours spent and level of work performed.

6.3.3 Administrative Appeal: Two hundred fifty dollars (\$250.00).

6.3.4 Publication of significant non-compliance notice: Costs are billed, and payable in advance.

6.3.5 Monitoring, inspection, surveillance, sampling fees: Costs are determined and billed by the Director.

6.3.6 Processing fee for NSF checks: As set by City Treasurer.

6.3.7 Administrative Penalty: Five hundred dollars (\$500.00)

6.3.8 Any other review or approval by the Director not otherwise specified above: Hourly basis based on staff time.

7.0 RESPONSIBILITIES

The Water and Hydroelectric Department through the City's Utilities Billing Department, and Accounting Department shall administer this Public Rule and Policy. Unpaid charges, fines, and penalties shall, after thirty calendar days (30), be assessed an additional penalty of one percent (1.00%) of the unpaid balance per month.

8.0 APPENDICES

8.1 Appendix A – Meter Fees and Tap Fees for 2022

APPROVED BY:

City Administrator

Date

Division or Department Director

Date

Assistant City Attorney

Date

APPENDIX A

2022 METER FEES & TAP FEES

Meter Fees	Fee Dollar Amount
Type: Hydrant Flow Test	1,077.03
Type: After Hours Fee	1,728.12
Type: Meter Test Fee	302.28
2" Fire Meter W/ DCDVA	7,422.19
Type: 2" Fire Meter W/0 DCDVA	1,274.85
Type: Utility Offset (based on 8")	3,054.45
Type: 3" Meter- Domestic W / DCVA	10,507.68
Type: 3" Meter - Domestic W/0 DCVA	7,105.75
Type: 4" Meter - Domestic W/ DCVA	10,212.91
Type: 4" Meter - Domestic W/0 DCVA	8,804.06
Type: 6" Meter - Domestic W/ DCVA	14,363.55
Type: 6" Meter- Domestic W/0 DCVA	12,298.44
Type: 3" Meter- Irrigation W/ DCVA	7,303.23
Type: 3" Meter- Irrigation W/0 DCVA	5,891.95
Type: 4" Meter - Irrigation W/ DCVA	8,084.44
Type: 4" Meter - Irrigation W/0 DCVA	6,498.13
Type: 6" Meter- Irrigation W/ DCVA	12,546.69
Type: 6" Meter - Irrigation W/0 DCVA	10,481.58
Type: 4" Meter - Domestic/Fire W/ DCVA	11,246.33
Type: 4" Meter - Domestic/Fire W/0 DCVA	10,879.69

Type: 6" Meter - Domestic/Fire W/0 DCVA	14,138.26
Type: 8" Meter - Domestic/Fire W/ DCVA	22,236.91
Type: 8" Meter - Domestic/Fire W/0 DCVA	17,971.78
Type: 10" Meter - Domestic/Fire W/ DCVA	30,536.93
Type: 10" Meter - Domestic/Fire W/0 DCVA	24,990.09
Type: 4" Meter- Fire W/ DCVA	5,195.78
Type: 6" Meter- Fire W/ DCVA	5,940.84
Type: 8" Meter- Fire W/ DCVA	7,076.39
Type: 10" Meter - Fire W/ DCVA	8,858.75
Type: 4" Meter- Fire W/0 DCVA	2,074.44
Type: 6" Meter- Fire W/0 DCVA	2,117.79
Type: 8" Meter-Fire W/0 DCVA	2,199.08
Type: 10" Meter - Fire W/0 DCVA	2,168.65
Type: 3/4" Meter- Domestic or Irrigation In PVC Box	2,424.56
Type: 3/4" Meter- Domestic or Irrigation In Concrete Box	2,684.99
Type: 3/4" Meter- Domestic or Irrigation In Building	967.26
Type: 1" Meter - Domestic or Irrigation In PVC Box	2,460.18
Type: 1" Meter - Domestic or Irrigation In Concrete Box	2,924.20
Type: 1" Meter - Domestic or Irrigation In Building	852.25
Type: 1" Meter - Domestic or Irrigation In Vault	1,436.23
Type: 2" Meter- Irrigation	2,561.78
Type: 2" Meter - Domestic	2,539.34
Type: 1 1/2" Meter - Irrigation	2,471.90
Type: 1 1/2" Meter - Domestic	2,396.10

Type: Upsize to 3/4" Meter	407.50
Type: Upsize to 1" Meter	666.30
Type: Valve Replacement	311.45
Type: Frozen 5/8" Meter	379.78
Type: Frozen 3/4" Meter	337.41
Type: Frozen 1" Meter	500.65
Type: Frozen 1 1/2" Meter	959.06
Type: Frozen 2" Meter	1,102.30

Tap Fees	Fee Dollar Amount
Type: 1" Tap	1,773.45
Type: 2" Tap	1,801.48
Type: 4" Tap	4,861.06
Type: 6" Tap	4,970.91
Type: 8" Tap	6,001.71
Type: 10" Tap	7,448.81
Type: 12" Tap	10,772.56

Miscellaneous Fees	Fee Dollar Amount
On Property Water Service Repair	158.39
Chlorination 3,000' or less	316.76
Re-Inspection	158.39
New Hydrant Install	6,969.58
Water Main Tie In	1,098.90
New Install Rescheduling	315.15

Updated and revised May 2022

**Agenda Sheet for City Council Meeting of:**

06/06/2022

Date Rec'd

5/25/2022

Clerk's File #

ORD C36218

Renews #**Submitting Dept**

PARKS - RECREATION

Cross Ref #**Contact Name/Phone**

GARRETT JONES 363-5462

Project #**Contact E-Mail**

GJONES@SPOKANECITY.ORG

Bid #**Agenda Item Type**

First Reading Ordinance

Requisition #**Agenda Item Name**

1400 SMC CHAPTER 04.11 LANGUAGE ADD RELATING TO PARK BOARD TERMS

Agenda Wording

Spokane Municipal Code Chapter 04.11 language add relating to Park Board member terms

Summary (Background)

SMC Chapter 04.11 reads Park Board members "shall continue to serve and remain a voting member beyond the expiration of his or her term until a replacement member has been appointed and assumed the position. The Park Board views this language is contrary to that of the Park Board charter language, tradition and practice. Proposed language reads "Notwithstanding any other provision of law, a park board member whose term has expired may not continue to serve after expiration of the member's term."

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

CONLEY, JASON K.

Study Session\Other

UE - 5/9/2022

Division Director

JONES, GARRETT

Council Sponsor

Stratton and Zappone

Finance

MURRAY, MICHELLE

Distribution List**Legal**

RICHMAN, JAMES

pclarke@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

Additional Approvals**Purchasing**

Urban Experience Committee Agenda Sheet

Submitting Department	Parks and Recreation
Contact Name & Phone	Garrett Jones – 509-363-5462
Contact Email	gjones@spokanecity.org
Council Sponsor(s)	Councilmembers Karen Stratton and Zack Zappone
Select Agenda Item Type	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion Time Requested: 10 minutes
Agenda Item Name	Spokane Municipal Code Chapter 04.11 language add relating to Park Board member terms
Summary (Background)	<p>Currently SMC 04.01.030 reads: Unless otherwise specifically prohibited by the document creating the appointment to a City board, commission or agency, the incumbent members appointed by the city council shall continue to serve and remain a voting member beyond the expiration of his or her term until a replacement member has been appointed and assumed the position. The proposed language change to Section 04.11.015 reads as follows: Notwithstanding any other provision of law, a park board member whose term has expired may not continue to serve after expiration of the member's term.</p> <p>The Park Board Charter contains specific language, stating the time and date dictating when an expired Park Board member's term ends, and this language is consistent with the tradition and practice of expired Park Board member terms, mandating that a member not return to their seat, if vacant. The allowance of the SMC language for an expired member to remain in their seat is contrary to that of the Park Board charter language, tradition, and practice. For this reason, the Park Board wishes to have consistency which respects its charter language, tradition and practice.</p>

Proposed Council Action & Date:	Approve proposed language to the Spokane Municipal Code Chapter 04.11
Fiscal Impact: Total Cost: <u>Budget neutral</u> Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" 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.)	
Operations Impacts	
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?

ORDINANCE NO. C36218

An ordinance relating to membership terms Spokane Park Board members, adopting a new section 04.11.015 to Chapter 4.11 of the Spokane Municipal Code.

WHEREAS, the Spokane Park Board is established pursuant to Article V of the City of Spokane Charter; and

WHEREAS, pursuant to Charter Sections 41 and 42, Park Board members are appointed by the City Council and their membership is limited to two five-year terms; and

WHEREAS, pursuant to Spokane Municipal Code (SMC) Section 04.01.030D, unless otherwise specifically prohibited by the document creating the appointment to a City board, an incumbent board member shall continue to serve and remain a voting member beyond the expiration of his or her term until a replacement member has been appointed and assumed the position; and

WHEREAS, the Park Board recently voted unanimously to ask the Spokane City Council to amend Chapter 04.11 SMC to provide that, notwithstanding SMC 04.01.030D, a park board member whose term has expired may not continue to serve after expiration of the member's term;-- Now, Therefore,

The City of Spokane does ordain:

Section 1. That there is adopted a new section 04.11.015 to Chapter 04.11 SMC to read as follows:

Section 04.11.015 Park Board – Term of Office

Notwithstanding any other provision of law, a park board member whose term has expired may not continue to serve after expiration of the member's term.

Passed by the City Council on _____.

Council President

Attest:

City Clerk

Mayor

Approved as to form:

Assistant City Attorney

Date

Effective Date

**Agenda Sheet for City Council Meeting of:**

06/06/2022

Date Rec'd

5/25/2022

Clerk's File #

ORD C36219

Renews #**Submitting Dept**

DSC, CODE ENFORCEMENT &

Cross Ref #

ORD C30366

Contact Name/Phone

ELDON BROWN X6305

Project #**Contact E-Mail**

EBROWN@SPOKANECITY.ORG

Bid #**Agenda Item Type**

First Reading Ordinance

Requisition #**Agenda Item Name**

4700 - AMENDING ORDINANCE C-30366

Agenda Wording

Amending Ordinance C-30366 to release a portion of an easement

Summary (Background)

The property located at 1841 E Pinecrest Rd (parcel 35283.3023) is encumbered by an easement that the City reserved in Vacation Ordinance C30366 when Napa was vacated between 26th & Pinecrest. The property owners would like to reduce the easement so the lot could become more buildable and Engineering has contacted all easement holders (Avista, Comcast, Lumen, and City Wastewater Dept).

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

Approvals**Council Notifications****Dept Head**

MACDONALD, STEVEN

Study Session\Other

PIES 5/24/22

Division Director

MACDONALD, STEVEN

Council Sponsor

CMs Betsy Wilkerson &

Finance

ORLOB, KIMBERLY

Distribution List**Legal**

RICHTMAN, JAMES

edjohnson@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

ebrown@spokanecity.org

Additional Approvals

kbecker@spokanecity.org

Purchasing

smacdonald@spokanecity.org

rbenzie@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

The easement holders have all agreed to a 10' reduction only because of all the utilities currently located in the 60' wide easement. We have checked with the easement holders and they are ok with the release.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

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

ORDINANCE NO. C36219

An ordinance amending Ordinance C-30366 that vacated Napa from Pinecrest to the south line of 26th Court and Napa Street from the south line of Pinecrest Avenue to 150 feet south of Pinecrest Avenue.

WHEREAS, a petition for the vacation of Napa from Pinecrest to the south line of 26th Court and Napa Street from the south line of Pinecrest Avenue to 150 feet south of Pinecrest Avenue. has been filed with the City Clerk representing 100% of the abutting property owners, and a hearing has been held on this petition before the City Council as provided by RCW 35.79; and

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

The City of Spokane does ordain:

Section 1. That Napa from Pinecrest to the south line of 26th Court and Napa Street from the south line of Pinecrest Avenue to 150 feet south of Pinecrest Avenue is hereby vacated.

Section 2. That this ordinance shall not become effective until the owners of property abutting upon the area to be vacated shall have compensated the City of Spokane in an amount equal to one-half (1/2) the appraised value of the area herein vacated.

Section 3. An unobstructed easement is reserved and retained over and through the entire vacated area **except the west 10 feet of Napa Street from the South Line of 26th Ct. to Pinecrest Rd.** for utility services of **Lumen U.S. West Telephone Company, Avista Utilities Washington Water Power Company, Comcast Cox Cable Spokane** and the City of Spokane and no building or other structure shall be erected or placed thereon without the prior written approval of the director of Public Works.

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to Form:

Assistant City Attorney

Mayor

Date: _____

Effective Date: _____



Ordinance C-30366 Easement Modification



Right-of-way Description:
Napa St. between 26th Ct. and Pinecrest Rd.

Easement Released:
The west 10' of Napa

Legend

-  Original Easement Reservation
-  Easement Release 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.



Committee Agenda Sheet

Public Infrastructure, Environment, and Sustainability Committee

Submitting Department	Developer Services Center
Contact Name & Phone	Eldon Brown
Contact Email	ebrown@spokanecity.org
Council Sponsor(s)	Betsy Wilkerson
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested: _____
Agenda Item Name	Amending Ordinance C-30366 to reduce an easement
Summary (Background)	<p><u>Background Information</u></p> <p>The property located at 1841 E Pinecrest Rd (parcel 35283.3023) is encumbered by an easement that the City reserved in Vacation Ordinance C30366 when Napa was vacated between 26th & Pinecrest.</p> <p>The property owners would like to reduce the easement so the lot could become more buildable and Engineering has contacted all easement holders (Avista, Comcast, Lumen, and City Wastewater Dept).</p> <p>The easement holders have all agreed to a 10' reduction only because of all the utilities currently located in the 60' wide easement.</p> <p>To reduce the easement, Engineering is preparing an ordinance for City Council's consideration that would amend Ordinance C30366 and reduce the easement.</p>
Proposed Council Action & Date:	Precedes a new first reading of the amended ordinance
Fiscal Impact: Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impacts	
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	

<p>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?</p>
<p>Addressed in Section 17G.080.020 of the Spokane Municipal Code and Chapter 35.79 of RCW regarding street vacations.</p>

**Agenda Sheet for City Council Meeting of:**

06/20/2022

Date Rec'd

6/6/2022

Clerk's File #

ORD C36224

Renews #**Submitting Dept**PLANNING & ECONOMIC
DEVELOPMENT**Cross Ref #****Contact Name/Phone**

AMANDA BECK 6414

Project #**Contact E-Mail**

ABECK@SPOKANECITY.ORG

Bid #**Agenda Item Type**

First Reading Ordinance

Requisition #**Agenda Item Name**

SHAPING SPOKANE HOUSING: SHORT PLAT NOTIFICATION

Agenda Wording

An Ordinance relating to short plat notification amending Spokane Municipal Code (SMC) Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040.

Summary (Background)

Shaping Spokane Housing is a result of the Spokane Housing Action Plan, also guided by Mayor Woodward's July 26, 2021, Housing Emergency Proclamation, and the City Council's HAP Implementation Plan. These amendments propose changes to increase flexibility for accessory dwelling units; remove lot size transitions; and modify and streamline short plat notification. Changes to accessory dwelling unit are a grant deliverable for the \$100,000 grant the City received from WA Commerce to implement stra

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

GARDNER, SPENCER

Study Session\Other

6/2 Study Session

Division Director

MACDONALD, STEVEN

Council SponsorCM Betsy Wilkerson and
CM Zack Zappone**Finance**

ORLOB, KIMBERLY

Distribution List**Legal**

RICHMAN, JAMES

sgardner@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

tblack@spokanecity.org

Additional Approvals

abeck@spokanecity.org

Purchasing

tpalmquist@spokanecity.org

jrichman@spokanecity.org

smacdonald@spokanecity.org

jchurchill@spokanecity.org

ORDINANCE NO. C36224

An ORDINANCE relating to short plat notification amending Spokane Municipal Code (SMC) Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040.

WHEREAS, RCW 36.70A.600 encourages the City to take a number of actions in order to increase its residential building capacity and authorized the City to adopt a housing action plan; and

WHEREAS, as authorized by RCW 36.70A.600(2), Council Resolution RES-2021-0062 adopted the City of Spokane Housing Action Plan as a guide for future housing planning, policy development, and regulatory and programmatic implementation measures that increase housing options that are affordable and accessible for people and families of all incomes in the City; including the Implementation Plan, included as Appendix A within the Housing Action Plan, which outlines several strategies and policies to remedy the current housing crisis; and

WHEREAS, the 2020 Housing Needs Assessment completed for the Housing Action Plan indicates several facts about the housing supply and need, particularly the need to accommodate for an estimated 6,000 additional housing units by 2037; and

WHEREAS, in adopting RES-2021-0062 the City Council outlined several code amendments and permit processes that the City should enact in support of the strategies and actions recommended in the Housing Action Plan and to encourage construction of more housing within Spokane; and

WHEREAS, on July 26, 2021, the Mayor of the City of Spokane proclaimed a housing emergency and directed the City to pursue actions to expand housing types, reduce overall development costs to increase development of affordable housing, and to streamline municipal procedures to support the development cycle; and

WHEREAS, the City was awarded a \$100,000 grant from the Department of Commerce through the Housing Action Plan and Implementation (HAPI) grant program to implement strategies from its adopted Housing Action Plan, and the scope of work includes revising accessory dwelling unit (ADU) standards in chapter 17C.300 SMC to allow for additional flexibility and expand the zones that permit ADUs; and

WHEREAS, the proposed actions are consistent with and supported by the Spokane Comprehensive Plan, as outlined in the Plan Commission Findings of Fact, Conclusions, and Recommendations (Exhibit A), and will implement actions specified in RCW 36.70A.600(1); and

WHEREAS, RCW 58.17.060(1) requires cities to adopt regulations and procedures for the summary approval of short plats and short subdivisions; and

WHEREAS, pursuant to WAC 197-11-800(6), most short plats and short subdivisions are categorically exempt from review under the State Environmental Policy Act (SEPA); and

WHEREAS, as outlined in RCW 36.70B.110 a notice of application is not required for project permits that are categorically exempt under chapter 43.21C RCW; and

WHEREAS, by virtue of the public process outlined in Exhibits A and B, interested agencies and the public have had extensive opportunities to participate throughout the process and all persons desiring to comment on the amendment were given a full and complete opportunity to be heard; and

WHEREAS, the City has complied with RCW 36.70A.370 in the adoption of this Ordinance, avoiding any unconstitutional taking of private property; and

WHEREAS, on March 24, 2022, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code pursuant to RCW 36.70A.106; and

WHEREAS, on April 1, 2022, a Notice of Intent to adopt and request for SEPA agency comments was issued for the draft code pertaining to ADUs, lot size transitions, and short plat notification. The comment period ended on April 15, 2022. The Spokane Tribe of Indians issued comment noting project actions may require case by case cultural surveys; and

WHEREAS, a State Environmental Protection Act (SEPA) Determination of Nonsignificance and Checklist were issued by Planning Services on April 25, 2022. The comment period ended on May 11, 2022. Two city department comments were received during the comment period; and

WHEREAS, prior to the Plan Commission public hearing, a legal notice of public hearing was published in the *Spokesman-Review* on April 27 and May 4, 2022 and the notice of the proposed amendment was distributed to the City's agency/interested party list and posted on the City's website at www.ShapingSpokaneHousing.com; and

WHEREAS, on May 11, 2022, the Spokane Plan Commission held a public hearing on the proposed amendment and heard testimony from the public, following which they voted to recommend the City Council adopt, with some modifications, the proposed amendments (see Exhibit A); 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 (Exhibit B) and the City of Spokane Plan Commission (Exhibit A) for the same purposes; and

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That Section 17G.060.100 SMC is amended to read as follows:

17G.060.100 Notice of Application

Within fourteen days of the issuance of a determination of a complete application, a notice of application shall be provided for Type I, II and III project permit applications in accordance with this section (RCW 36.70B.110.2), except that notice of application is not required for short subdivision applications involving minor engineering review as defined in SMC 17G.080.040(C)(2). The notice of application shall follow the public notice requirements contained in SMC 17G.060.110 through 17G.060.120. The notice of application may be combined with the notice of public hearing, if a hearing has been scheduled by notice of application. The date, time, place and type of hearing, SEPA determination and SEPA appeal deadline (using the optional DNS process) are required to be added to the notice of application if this provision is used (RCW 36.70B.110(2)(f)).

Section 2. That Section 17G.060T.003 SMC is amended to read as follows:

17G.060T.003 Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process

TABLE 17G.060-3 TYPE OF PUBLIC NOTICE REQUIRED / PROJECT PERMIT REVIEW PROCESS (Click here to view PDF)						
Project Permit Type	Notice of Community Meeting	Notice of Application	Notice of Public Hearing	Review Official	City Council Review	Expiration of Permit [1]
Building and Code Enforcement – Type I Application						
Building Permit	No	No	No	Building Official	No	180 days
Grading Permit	No	No	No	Building Official	No	180 days
Demolition Permit	No	No [5]	No [2]	Building Official	No	180 days

Building Permit with SEPA	No	Posted / Legal	No	Building Official	No	180 days
Grading Permit with SEPA	No	Posted / Legal	No	Building Official	No	180 days
Demolition Permit with SEPA	No	Posted / Legal [5]	No	Building Official	No	180 days
Planning Services – Type I Application						
Floodplain with SEPA	Posted / Individual	Posted / Individual	No	Planning Director	No	180 days
Planning Services – Type II Application						
Binding Site Plan	No	Posted / Individual	No	Planning Director	No	5 years
Certificate of Compliance	No	Posted / Individual	No	Planning Director	No	None
Conditional Use Permit	No [3]	Posted / Individual	No	Planning Director	No	3 years
Plans-in-lieu	No	Posted / Individual	No	Planning Director	No	3 years
Shoreline SDP	No	Posted / Individual	No	Planning Director	No	Must Comply with WAC 173-27-90
Short Plat with SEPA	No	Posted / Individual	No	Planning Director	No	5 years
Short Plat with minor engineering review	<u>No</u>	<u>No</u>	<u>No</u>	<u>Planning Director</u>	<u>No</u>	<u>5 years</u>
Short Plat, with SEPA exemption and standard engineering review	<u>No</u>	<u>Individual</u>	<u>No</u>	<u>Planning Director</u>	<u>No</u>	<u>5 years</u>
Planning Services – Type III Application (Hearing Required)						
Certificate of Compliance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	None

Conditional Use Permit	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
Floodplain Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
Long Plat	Posted / Individual	Posted / Individual	Newspaper / Posted / Individual	Hearing Examiner	No	5 years
Plans-in-lieu	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
PUD	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	5 years [4]
Rezone	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	3 years
Shoreline CUP	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90
Shoreline Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90
Skywalk	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	2 years
Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years

Notes:

[1] Approval expires after the specified time if no permit to develop the project is issued by the City of Spokane or building permit expires without completion of the improvements.

[2] Public Hearing is required if the structure is on the National Historic Register.

[3] Conditional Use Permits required under SMC 17C.110.110, Limited Use Standards for Religious Institutions and Schools, will complete posted/individual notification requirements for a Community Meeting.

[4] If a PUD is approved together with a preliminary plat, the expiration date for the PUD shall be the same as the expiration date of the preliminary plat.

[5] Applications for demolition permits for the demolition of an entire building or structure shall, in addition to any applicable requirements under chapter 43.21C RCW, be subject to a ten day review and comment period. This review and comment period shall run concurrently with any other applicable notice and comment period. Following receipt of such applications, copies shall be forwarded to the individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the building or structure is located, at the address for such neighborhood council designee(s) that is on file with the department. Any comments submitted to the department by the neighborhood council during this review and comment period shall be provided to the applicant prior to issuing the demolition permit.

Section 3. That Section 17G.060.130 SMC is amended to read as follows:

17G.060.130 Public Comment Period

- A. The public comment period for Type I, II, and III applications is fifteen days, except short subdivision applications with minor engineering review as provided in SMC 17G.080.040(C)(2) shall have no public comment period.
- B. The public comment period for a shoreline substantial development permit, shoreline conditional use, or shoreline variance shall be thirty days.
- C. The public comment period for a shoreline substantial development permit for limited utility extensions and bulkheads shall be twenty days (WAC 173-27-120).
- D. The longest public comment period shall prevail.

Section 4. That Section 17G.080.040 SMC is amended to read as follows:

17G.080.040 Short Subdivisions

- A. Predevelopment Meeting

A predevelopment meeting is required if the proposal is located in the central business district, unless waived by the director, and is recommended for all other proposals prior to submittal of the application. The purpose of a predevelopment meeting is to acquaint the applicant with the applicable provisions of this chapter, minimum submission requirements and other plans or regulations, which may impact the proposal.
- B. Preliminary Short Plat Application and Map Requirements
 - 1. Applications for approval of a preliminary short subdivision shall be filed with the director. All applications shall be submitted on forms provided for such purpose by the department. The director may waive specific submittal requirements determined to be unnecessary for review of the application. The application shall include the following:
 - a. The general application.
 - b. The supplemental application.
 - c. The environmental checklist, if required under chapter 17E.050 SMC.
 - d. Title report no older than thirty days from issuance from the title company.
 - e. The filing fees as required under chapter 8.02 SMC.
 - f. The required number of documents, plans or maps drawn to a minimum scale of one inch equals one hundred feet, on a sheet

twenty-four by thirty-six inches, as set forth in the application checklist.

- g. A written narrative identifying consistency with the applicable policies, regulations and criteria for approval of the permit requested; and
- h. Additional application information which may be requested by the permitting department and may include, but is not limited to, the following: geotechnical studies, hydrologic studies, critical area studies, noise studies, air quality studies, visual analysis and transportation impact studies.
- i. One copy of the predevelopment conference notes (if applicable); and
- j. One copy of the notification district map.

2. Contents of Preliminary Short Plat Map

The preliminary short plat shall be prepared by a land surveyor and shall show the following:

- a. Plat name and the name of any subdivision to be replatted.
- b. The name, mailing address and phone number of the owner and the person with whom official contact should be made regarding the application.
- c. Surveyor's name, mailing address and phone number.
- d. Legal description.
- e. Section, township and range.
- f. Vicinity map.
- g. North arrow, scale and date.
- h. Datum plane.
- i. Acreage.
- j. Number of lots and proposed density.
- k. Zoning designation.
- l. The boundary lines of the proposed subdivision.
- m. City limits and section lines.
- n. Park or open space (if proposed).
- o. Existing topography at two-foot maximum interval.
- p. The boundaries and approximate dimensions of all blocks and lots, together with the numbers proposed to be assigned each lot and block, and the dimensions, square footage and acreage of all proposed lots and tracts.

- q. Proposed names of streets.
- r. The location and widths of streets, alleys, rights-of-way, easements (both public and private), turn around and emergency access, parks and open spaces.
- s. Conditions of adjacent property, platted or unplatted, and if platted, giving the name of the subdivision. If the proposed short plat is the subdivision of a portion of an existing plat, the approximate lines of the existing plat are to be shown along with any and all recorded covenants and easements.
- t. The names and address of the record owners and taxpayers of each parcel adjoining the subdivision.
- u. Indicate any street grades in excess of eight percent.
- v. The location and, where ascertainable, sizes of all permanent buildings, wells, wellhead protection areas, sewage disposal systems, water courses, bodies of water, flood zones, culverts, bridges, structures, overhead and underground utilities, railroad lines, and other features existing upon, over or under the land proposed to be subdivided, and identifying any which are to be retained or removed.
- w. Proposed one-foot strips for right-of-way conveyed to the City, in cases where a proposed public street or alley abuts unplatted land.
- x. If a body of water forms the boundary of the plat, the ordinary high water mark as defined in chapter 90.58 RCW.
- y. Critical areas as defined in chapters 17E.020, 17E.030, 17E.070 and 17G.030 SMC.
- z. Significant historic, cultural or archaeological resources; and
- aa. If the proposal is located in an irrigation district, the irrigation district name.

C. Review of Preliminary Short Plat

- 1. The application shall be reviewed in accordance with the procedures set forth in chapter 17G.060 SMC for a Type II application, except an application that meets the requirements for minor engineering review as provided in subsection (2) of this section shall be excluded from the public notice requirements contained in SMC 17G.060.110 through 17G.060.120 and public comment period under SMC 17G.060.130.
- 2. Minor Engineering Review.
A preliminary short plat application may qualify for a minor engineering review if it meets all of the following conditions:

- a. The application is categorically exempt from chapter 43.21C RCW (SEPA);
- b. There is direct water and sewer main lot frontage on an existing and improved public right-of-way;
- c. No extensions of public water, sewer, or other utility services will be needed;
- d. No public easements for water, sewer, or other utility service exists on the lot; and
- e. The lot is not situated in a Special Drainage District as defined in SMC 17D.060.130.

D. Public Notice

All public notice of the application shall be given in accordance with the procedures set forth in chapter 17G.060 SMC for a Type II application, except a short plat that meets the requirements for minor engineering review as provided in subsection (C)(2) of this section shall not require a notice of application.

E. Preliminary Short Plat Approval Criteria

Prior to approval of a short plat application, the director shall find the application to be in the public use and interest, conform to applicable land use controls and the comprehensive plan of the City, and the approval criteria set forth in chapter 17G.060 SMC. The director has the authority to approve or disapprove a proposed preliminary short plat under the provisions of this chapter, subject to appeal as provided in chapters 17F.050 and 17G.060 SMC.

F. Final Short Plat Review Procedure

- 1. The subdivider shall submit to the director for review the following:
 - a. A final short plat, prepared by a registered land surveyor licensed in the state of Washington, consistent with the approved preliminary short plat.
 - b. A title report less than thirty days old confirming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication.
 - c. Covenants, conditions and restrictions, if applicable; and
 - d. Fees pursuant to chapter 8.02 SMC.
- 2. Within thirty days, unless the applicant has consented to a longer period of time, of receipt of a proposed final short plat, the director shall review the plat for conformance with all conditions of the preliminary short plat approval, the requirements of this chapter and that arrangements have been made to insure the construction of required improvements. If all such conditions are met, the director shall approve the final short plat and authorize the recording of the plat. If all conditions are not met, the director

shall provide the applicant in writing a statement of the necessary changes to bring the final short plat into conformance with the conditions.

- a. If the final short plat is required to be resubmitted, the subdivider is required to provide the following:
 - b. A cover letter addressing the corrections, additions or modifications required.
 - c. Title report no older than thirty days from issuance of a title company conforming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication; and
 - d. The required number of copies of the corrected final short plat map.
3. If the final short plat is approved, the surveyor causes the plat to be signed by the Spokane county treasurer and file of record with the Spokane county auditor. The surveyor is required to file the appropriate number of mylar and bond copies of the recorded short plat with the director.

G. Final Short Plat Map Requirements

The subdivider shall submit to the director a final short plat in the same form and with the same content as the preliminary short plat, as provided in subsections (B)(1) and (2) of this section, with the following exceptions or additional requirements:

1. A final short plat shall contain all the information required of the preliminary plat, except the following:
 - a. Show existing buildings.
 - b. Show existing utility lines and underground structures.
 - c. Show the topographical elevations; or
 - d. Contain the names and addresses of adjoining landowners.
2. The final short plat shall include the following:
 - a. Surveyor's certificate, stamp, date and signature, as follows:

The following land surveyor's certificate to be shown on each sheet of the plat: "I, _____ registered land surveyor, hereby certify the plat of _____, as shown hereon, is based upon actual field survey of the land described and that all angles, distances, and courses are correctly shown and that all non fronting lot corners are set as shown on the plat. Monuments and fronting lot corners shall be set upon completion of the utility and street improvements.

Signed _____ (Seal)"
 - b. A certification by the city treasurer, as applicable:

- i. "I hereby certify that the land described by this plat, as of the date of this certification, is not subject to any local improvement assessments. Examined and approved, this _____ day of _____, 20__.

City of Spokane Treasurer"

- ii. "I hereby certify that the land described by this plat, as of the date of this certificate, is not subject to any delinquent local improvement assessment. Future installments, if any, shall remain due and payable and it shall be the responsibility of the owners to initiate the segregation of the LID assessment. Examined and approved, this _____ day of _____, 20__.

City of Spokane Treasurer"

- iii. "A preliminary local improvement assessment exists against this property. It shall be the responsibility of the owner's to initiate the segregation of the LID assessment. After this assessment is finalized, it shall be due and payable. Examined and approved this _____ day of _____, 20__.

City of Spokane Treasurer"

- c. The certification by the planning director, as follows:

"This plat has been reviewed on this _____ day of _____, 20__ and is found to be in full compliance with all the conditions of approval stipulated in the Hearing Examiner's/Planning Director's approval of the preliminary plat # - -PP/SP.

City of Spokane Planning Director"

- d. The certification by the city engineer, as follows:

"Approved as to compliance with the survey data, the design of public works and provisions made for constructing the improvements and permanent control monuments this _____ day of _____, 20__.

City of Spokane Engineer"

- e. The certification by the Spokane county treasurer, as follows:

"I hereby certify that the land described in this plat, as of the date of this certification, is not subject to any outstanding fees or assessments. Examined and approved _____ day of _____, 20__.

Spokane County Treasurer”

- f. The certification by the Spokane county auditor on each page of the final short plat including the time, date, book and page number of the recording of the final mylar.
- g. Signature of every owner certifying that:
 - i. the plat is made with the free consent and in accordance with the desires of the owners of the land;
 - ii. the owners are the owners of the property and the only parties having interest in the land and is not encumbered by any delinquent taxes or assessments;
 - iii. the owners adopt the plan of lots, blocks and streets shown;
 - iv. owner dedicates to the City and the City’s permittees the easements shown for utilities and cable television purposes;
 - v. owner dedicates to the City the streets, alleys and other public places, including slope and construction easements and waives all claims for damages against any governmental authority including, without limitation, the City which may be occasioned to the adjacent land by the establishment, construction, drainage and maintenance of any public way so dedicated; and
 - vi. owner conveys to the City as general City property the buffer strips adjoining unplatted property.
- h. The drawing shall:
 - i. be a legibly drawn, printed or reproduced permanent map;
 - ii. if more than one sheet is required, each sheet shall show sheet numbers for the total sheets;
 - iii. have margins that comply with the standards of the Spokane county auditor;
 - iv. show in dashed lines the existing plat being replatted, if applicable;
 - v. show monuments in accordance with SMC 17G.080.020(H)(1);
 - vi. include any other information required by the conditions of approval; and
 - vii. include any special statements of approval required from governmental agencies, including those pertaining to flood hazard areas, shorelines, critical areas and connections to adjacent state highways.

H. Filing.

Once the final plat has been reviewed, approved and signed by the applicable departments, the applicant shall file the final short plat with the county auditor within ten days of approval. No permits shall be issued for a proposed lot until the required conformed copies of the short plat have been submitted to the planning services department.

I. Redivision.

No land within the boundaries of a short subdivision may be further divided in any manner which will create additional lots within a period of five years except by subdivision in accordance with SMC 17G.080.050.

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Mayor

Date

Effective Date



PLANNING & ECONOMIC DEVELOPMENT
808 W. SPOKANE FALLS BLVD.
SPOKANE, WASHINGTON 99201-3329
509.625.6500
MY.SPOKANECITY.ORG

Memo

To: Plan Commission Members

From: Nathan Gwinn and Amanda Beck, Assistant Planner IIs

Date: May 4, 2022

Re: Changes to Draft Text for ADUs and Short Plat Notification Following 4/27 Workshop

Below is a summary of five changes to proposed draft text with new text highlighted, based on discussion at your workshop on April 27, 2022:

17C.300.110 Criteria

1. **17C.300.110(A)(2)** new text to read: “(a) The maximum detached ADU size is subject to building coverage per SMC 17C.300.130(B)(3) and floor area ratio per subsection (3) of this subsection (A); and (b) A detached ADU shall not exceed ((six hundred square feet)) seventy-five percent of the floor area of the principal structure, or eight hundred sixty-four square feet of floor area, whichever is greater.”

17C.300.130 Development Standards

2. **17C.300.130(A)(1)(e)** add language: “In the RTF, RMF, or RHD zone, constructing an attached or detached accessory dwelling unit on a site with any existing or new principal structure. All new structures and additions shall comply with all applicable building, fire, and engineering standards.”
3. **17C.300.130(A)(2)** to address question as to what regulates the number of individuals in a household, text refers back to RCW [35.21.682](#). Add language: “The total number of individuals that reside in both units may not exceed ((the number that is allowed for a household)) any lawful limits on occupant load per square foot or generally applicable health and safety provisions as established by applicable building or fire code, as provided in RCW 35.21.682.”

17G.080.040 Short Subdivisions

4. **17G.080.040(C)(2)(b)** – page A-32 – Add language to help clarify required proximity of improvements adjacent water/sewer mains that will result in new lots with standard service connections. “There is direct water and sewer main lot frontage on an existing and improved right-of-way.”
5. **17G.080.040(C)(2)(f)** strike the 2 lot limit per PC’s discussion.

See attached **EXHIBIT A** to staff report with text updated May 4, 2022.



STAFF REPORT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

To:	City Plan Commission	
Subject:	Shaping Spokane Housing: Development Code Amendments for Accessory Dwelling Units, Lot Size Transition, and Short Plat Process	
Staff Contact:	Amanda Beck, AICP Assistant Planner II (509) 625-6414 abeck@spokanecity.org	Nathan Gwinn, AICP Assistant Planner II (509) 625-6893 ngwinn@spokanecity.org
Report Date:	May 4, 2022	
Hearing Date:	May 11, 2022	
Recommendation:	Approval	

I. SUMMARY

These City-initiated text amendments are proposed to update the Spokane Municipal Code according to strategies outlined in the adopted Spokane Housing Action Plan and in order to implement some of the actions specified in subsection (1) or RCW 36.70A.600. Proposed draft code would revise several sections of Chapter 17C.110, Residential Zones; Chapter 17C.300, Accessory Dwelling Units; and Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040. The proposed draft code has been developed by City staff, with assistance from the consultant firm MAKERS Architecture and Urban Design, to modify requirements for accessory dwelling units (ADUs), lot size transition, and the process for short subdivision in the city of Spokane.

II. BACKGROUND

The 2021 Washington legislative session substantially amended the housing-related provisions of the Growth Management Act (GMA) through House Bill [HB 1220](#). Changes strengthened the GMA housing goal from “encourage the availability of affordable housing to all economic segments of the population” to “plan for and accommodate housing affordable to all economic segments of the population of this state.” The GMA housing goal still retains additional objectives to “promote a variety of residential densities and housing types, and encourage the preservation of existing housing stock.” The Washington Department of Commerce then oversaw the Increasing Urban Residential Building Capacity Grant program that was authorized with [E2SHB 1923](#). The City was awarded a grant to develop a housing action plan that analyzed and detailed how to meet the housing needs of our community, addressing the housing-related changes made by the Legislature.

The City’s Comprehensive Plan provides a vision of affordable housing that is safe, clean, healthy, and attainable for all residents. Approved in July 2021, the City adopted its [Housing Action Plan](#) (Res. 2021-0062) to guide implementation of policies within the Comprehensive Plan by identifying strategies to achieve our community’s housing needs and objectives. Spokane’s Housing Action Plan (HAP) identifies actions that the City and community partners can enact to encourage more housing options that create

more homes for more people. To implement the work of the HAP, City staff are completing several residential development code amendments. These proposed changes are also guided by Mayor Woodward's [July 26, 2021 Housing Emergency Proclamation](#) and the City Council's HAP [Implementation Plan](#).

Through Shaping Spokane Housing, the City will be evaluating a series of code amendments selected to align with items from the Housing Action Plan that were flagged for short- or mid-term starting timelines, with a focus on increasing housing units and the diversity of housing types. In addition, many of the amendments are proposed in order to implement/enact the actions specified in subsection (1) RCW 36.70A.600 in an effort to increase residential building capacity in Spokane. The code revisions are proposed to be run in two phases based upon the complexity of the group of proposals (internally referred to as "Phase 1 and 2"). The first phase proposes changes recommended for increasing housing supply, variety, and affordability and that would provide necessary updates for the second phase of code changes. Phase 1 will explore attached houses (townhouses), accessory dwellings, and smaller multifamily projects. Phase 2 code amendments would explore additional permitted housing types within the Residential Single Family and Residential Two-Family zoning districts, opportunities for increasing density, and permitting for a wider variety of housing types generally.

This staff reports reviews the proposed code revisions for Phase 1 of Shaping Spokane Housing. The code changes related to accessory dwelling units (ADUs), lot size transitions, and short plat notification specifically align with the below noted City Council implementation actions, as well as strategies from Mayor Woodward's emergency proclamation. Additionally, the City has proposed draft text which aligns with recommendations outlined in [RCW 36.70A.600](#).

- Housing Action Plan Strategy A1, "Explore and expand allowed housing types to encourage missing middle housing throughout Spokane's neighborhoods."
- Housing Action Plan Strategy A3, "Continue to streamline and simplify changes to the City's permit process, as necessary."
- Housing Action Plan Strategy A5, "Revise Accessory Dwelling Unit standards to allow for additional flexibility."
- City Council Implementation Plan Strategy I.6, III.2, and III.10
- Mayor's Emergency Proclamation Strategy 2.c, 2.g, and 2.h

Proposed phasing and code sections would promote development of housing types affordable to more households, help to streamline the review process, and realize increases in density where appropriate as indicated under the City's Comprehensive Plan. The proposed scope of work focuses on changing zoning and development regulations that would allow for more housing types available to a wider range of income levels in a wider set of zoning districts. This will continue to implement the City's goals in the Comprehensive Plan and be aligned with ongoing efforts to allow for denser development along existing infrastructure systems and near high performance transit lines operated by Spokane Transit Authority.

III. PROCESS

DEVELOPMENT CODE AMENDMENT PROCEDURE

Article III Section 21, Amendments and Repeals, of the City of Spokane Charter provides for the ability of amendments of the Charter and Spokane Municipal Code through ordinances. Title 17 is known as the Unified Development Code (UDC) and is incorporated into the Spokane Municipal Code to implement the City's Comprehensive Plan, and by reference, the requirements of the Washington State Growth Management Act (GMA). Section [17G.025.010](#) establishes the procedure and decision criteria that the City

uses to review and amend the UDC. The City may approve amendments to the UDC if it is found that a proposed amendment is consistent with the provisions of the Comprehensive Plan, and bears a substantial relation to public health, safety, welfare, and protection of the environment.

ROLE OF THE CITY PLAN COMMISSION

The proposed text amendments require a review process set forth in Section 17G.025.010(F) SMC. The Plan Commission is responsible for holding a public hearing and forwarding its findings, conclusions, and recommendations to the City Council. Utilizing the decision criteria in 17G.025 SMC, the Plan Commission may recommend approval, modification, or denial of the proposal.

The Plan Commission may incorporate the facts and findings of the staff report as the basis for its recommendation to the City Council or may modify the findings as necessary to support their final recommendation.

ROLE OF CITY COUNCIL

The City Council will also conduct a review process considering the proposed text amendment, public comments and testimony, the staff report, and the Plan Commission's recommendation. The final decision to approve, modify, or deny the proposed amendment rests with the City Council. Proposals adopted by ordinance after public hearings are official amendments to the Spokane Municipal Code.

COMMUNITY ENGAGEMENT

As a follow-up to the Housing Action Plan (HAP), engagement efforts for Shaping Spokane Housing have built upon the extensive community outreach conducted for the HAP. Engagement opportunities were undertaken throughout the draft code phase of this project. Emphasis has been placed on reaching development stakeholders, as well as the broader community. To ensure broad engagement efforts during a transitional time of limited in-person events, staff initiated a multi-faceted engagement plan that included in-person and virtual meetings, web content including a website and blog posts, regular email updates, and a social media presence. A summary of engagement and outreach activities can be found in **Exhibit C**.

Below is a list of the major outreach and engagement activities held for this phase of the Shaping Spokane Housing project:

- [“Next Steps for Housing Action Plan Implementation”](#) blog published on November 11, 2021
- Project webpage, [ShapingSpokaneHousing.com](#), was launched January 2022 and has been kept up to date with information about Plan Commission workshops, project progress, and public hearings
- Presentations at the Land Use Subcommittee on November 18, 2021; February 17, 2022; and April 21, 2022
- Vendor booth and poster activities at the Winter Market on December 15 and 22, 2021
- Presentation at Community Assembly on January 6, 2022
- Virtual open houses on January 25 and 27, 2022
- [Educational videos](#) shared in the City's Community Update e-newsletter, on official City social media channels, and available on project webpage
- [“Big Trends Squeezing Spokane's Housing Supply”](#) blog published March 10, 2022
- Community Update City newsletter addition of ADUs on March 8, lot size transition on March 15, and short plat application process on March 22, 2022
- Planning Services Director interviews of local developers took place in March and April, 2022

- Vendor booth and poster activities at the Spring Market on April 6, 13, 20, and 27, 2022
- Frequent Shaping Spokane Housing email updates sent to over 150 stakeholders

The planning team has provided updates on the proposed code changes to elected and appointed officials, as well as to staff from other City departments and interested agencies.

- City Council established Shaping Spokane Housing as part of the Plan Commission's 2021-2022 work program
- City Council presentations on December 6 and 10, 2021
- Plan Commission workshop presentations related to accessory dwelling units, lot transition, and short plat processes on January 12, February 23, March 23, April 13, and April 27, 2022
- City Council study session presentations on February 10 and May 5, 2022
- Regular meetings with Development Services staff to review proposed code language and potential implementation considerations

PUBLIC NOTIFICATION AND SEPA REVIEW

As outlined in Section 17G.025.010 SMC, notices of proposals to amend the UDC are distributed and interested parties should be made aware of such proposals during the Plan Commission review, including the SEPA checklist and determination. Similarly, a public notice published in the *Spokesman-Review* fourteen days prior to the Plan Commission public hearing is required.

This proposal was properly noticed pursuant to Section 17G.025.010(E). See **Exhibit B** for the SEPA Determination of Non-significance. Noted below are the public noticing activities:

- Notice of Intent to Adopt submitted to the Department of Commerce (March 24, 2022)
- Notice of Intent to Adopt pursuant to 17G.025.010 SMC, which included the SEPA Checklist, emailed to City departments, Local, County, Tribal, and State contacts (April 1, 2022)
- SEPA Determination of Non-significance (DNS) issued (April 25, 2022), the comment period ended on May 11, 2022
- Notice of Public Hearing for the Plan Commission was published in the *Spokesman-Review* on April 27 and May 4, 2022.

COMMENTS RECEIVED

Written comments were provided to the Plan Commission prior to the public hearing at the February 23 and April 27, 2022 workshops. All public comments received by the planning department by 12:00 p.m. on May 4 are included in **Exhibit D**.

Notice of this proposal was sent to City departments and outside agencies for their review. Department and outside agency comments are included in this report as **Exhibit E**. Agency/City department comment was received regarding this application:

- Spokane Tribe of Indians
- City of Spokane Street Department
- City of Spokane Engineering Department

IV. ANALYSIS

PROPOSAL DESCRIPTION

Following adoption of the [Housing Action Plan](#) (Res. 2021-0062), the City has initiated a series of text amendments that enact Housing Action Plan strategies to encourage construction of more housing, and increase affordability and housing variety. These amendments are being adopted in order to implement the Legislature's recommended actions outlined by [RCW 36.70A.600\(1\)](#) in order to increase residential building capacity.

This proposal will amend Spokane Municipal Code: Section 17C.110.200, Lot Size, and 17C.110.225 Accessory Structures; and Chapter 17C.300, Accessory Dwelling Units, specifically Sections 17C.300.100, 17C.300.110, 17C.300.120, 17C.300.130, and 17C.300.140.

Additional amendments are being made to short plat notification requirements revising Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040; which are procedurally exempt from SEPA review per [WAC 197-11-800\(19\)](#).

ACCESSORY DWELLING UNITS

Accessory dwelling units (ADU) are defined in SMC 17A.020.010 as "a separate additional living unit, including separate kitchen, sleeping, and bathroom facilities, attached or detached from the primary residential unit, on a single-family lot..." ADUs are also defined in [RCW 36.70A.696](#) as "a dwelling unit located on the same lot as a single-family housing unit, duplex, triplex, townhome, or other housing unit."

Changes to chapter 17C.300 SMC respond to the suggestions in [RCW 36.70A.600\(1\)\(o\)](#) through (q), as well as Strategy A5 of the Housing Action Plan and the Mayor's July 26, 2021, Proclamation Addressing the Housing Emergency. The changes proposed would:

- Remove the required minimum lot size of 5,000 square feet.
- Increase the maximum size for a detached ADU from 600 to 864 square feet, or 75 percent of the floor area of the principal structure, whichever is greater. The detached ADU would continue to be limited by building coverage and Floor Area Ratio (FAR) maximums.
- Allow internal ADUs to occupy the entire space of a basement or attic, even if this exceeds the 800 square feet maximum, but limit conversion or construction to two bedrooms.
- Incentivize construction of ADUs by increasing the site total FAR of 0.5 to 0.6 on lots smaller than 7,200 square feet with an ADU, and to 0.7 on lots smaller than 5,000 square feet with an ADU.
- Incentivize construction of ADUs by increasing the building coverage maximum of accessory structures from 15 percent to 20 percent on lots smaller than 5,500 square feet with an ADU.
- Increase the maximum wall height from 16 to 17 feet, and the maximum roof peak from 23 to 25 feet to allow for more diverse ADU designs as well as units built above existing garages.
- Relax parking requirements such that studio and one-bedroom units will not require an off-street parking space. Units with two or more bedrooms shall provide one additional off-street parking space for each bedroom above one unless they are exempt due to RCW 36.70A.698.
- Remove owner occupancy requirements, unless a short-term rental exists on the site, to encourage production of more units.
- Allow construction of an ADU on sites with a duplex or other principal structure in the RTF, RMF, and RHD zones. Currently ADUs are only allowed on sites with a house, attached house, or manufactured home.

LOT SIZE TRANSITIONS

As outlined in [Section 17C.110.200\(C\)\(1\)](#), for parcels two acres or greater within areas zoned Residential Agricultural (RA) and Residential Single-Family (RSF), the current city code requires new subdivisions to provide a transitional lot size adjacent to existing parcels. The intent of transitioning lot sizes is to facilitate compatible development of buildings and maintaining consistency of the development pattern. Currently, the code requires an eighty-foot buffer along all parcel boundaries, in which a transitional lot size would be required. The transitional lot size is determined by averaging the existing lot sizes adjacent to the site, including lots across a public right-of-way. If the average lot size is greater than 7,200 square feet, then the transition lot size must be at least 7,200 square feet. If the existing average lot size is less than 7,200 square feet, then the transition lot size must be equal to the average or larger. The transition lot size requirement also applies to subdivisions created through the Planned Unit Development process outlined in Section 17G.070.030.

Following workshops with the Plan Commission, during which a range of possible code changes were presented, City staff have proposed to remove this requirement from the Spokane Municipal Code. The intent of the transitional lot size code provision has not been borne out by subdivisions created under the regulations. Instead, newly created lots frequently fulfill the requirements of 17C.110.200(C)(1) by meeting the minimum square footage requirement without having to address “consistent development” patterns such as lot depth or lot width. The focus on development pattern compatibility has resulted in larger lots and the construction of fewer housing units than would have otherwise been allowed under the minimum zoning requirements for parcels zoned RA or RSF.

Removing this regulation fits within the Housing Action Plan Strategy A3 recommendation to streamline and simplify permit processes. Additionally, this section of code is addressed in both the City Council’s Implementation Plan and the Mayor’s Proclamation. City Council Implementation Plan Strategy III.10 prompts action to, “seek prompt re-evaluation by the Plan Commission of SMC 17C.110.200.C and Table 17C. 110-3 to ensure that future transition standards are consistent with the City’s goal of increasing density by using smaller parcels while preserving other reasonable goals of these requirements.” Strategy 2.h of Mayor Woodward’s proclamation directs staff to create “additional flexibility or eliminate altogether the transitional lot requirements outlined in SMC 17C.110.200.”

The proposed changes would:

- Remove the lot size transition requirement from SMC 17C.110.200(C)(1); and
- Allow newly created lots that meet the dimensional standards of the underlying zoning district to be approved without being required to meet a larger square footage requirement.

SHORT PLAT NOTIFICATION

This code amendment packet proposes changes to SMC 17G.060 and SMC 17G.080 to streamline and improve the short plat approval process, specifically the review and notification process. The proposal would designate three classes of short subdivisions in order to simplify the review and approval process. The changes follow guidance to adopt permit process improvements in RCW 36.70A.600(1) and Housing Action Plan Strategy A3.

The three classes are:

- Short plats with SEPA review
- Short plats with minor engineering review

- Short plats with standard engineering review

Short plats that are subject to SEPA would continue to require the existing methods of notice of application, including mailing to specified parties and site-posting the property.

To qualify for minor engineering review, the preliminary short plat would need to meet the following requirements:

- The preliminary plat has frontage on an existing, improved public right-of-way and does not propose to create new public right-of-way
- No extension of public utilities will be required as part of the preliminary plat
- There are no public easements on the property

Under this proposal, no changes to the treatment of neighborhood councils during the agency review period would occur. Neighborhood councils within 600 feet of a proposed short plat would continue to receive notice and be invited to submit comments during agency review as codified in [SMC 17G.060.090](#).

The proposal would also modify existing noticing requirements. Site posting would be eliminated for both minor and standard review short plats. For short plats that qualify for minor engineering review, the public comment period and mailing of public notice would also be eliminated. Neighborhood council notification and comments would continue during the agency review period.

The proposal would align with City review procedures and reduce the time required for administering the public notice for many short subdivisions, while continuing to require short plat agency and neighborhood council notification, for all short subdivisions, under the determination of a complete application stage.

Definitions and provisions for administrative, summary approval:

“Short” plats can be differentiated from “regular” or “long” plats by the **number** of lots created through the City’s approval process. [RCW 58.17.020](#) defines a short plat as the map or representation of a short subdivision. A short subdivision is the division or redivision of land into nine or fewer lots for the purpose of sale, lease, or transfer of ownership. That number, nine lots, is the maximum number of lots that the City Council and other local legislative authorities may authorize under the short subdivision process in urban growth areas. [RCW 58.17.060](#) provides that the City Council shall adopt regulations and procedures, and appoint administrative personnel for the summary approval of short plats and short subdivisions.

State Environmental Policy Act (SEPA):

[RCW 43.21C.110](#) provides statutory authority for rules to implement SEPA, anticipating the categorical exemption of government actions from SEPA which are not to be considered as potential major actions significantly affecting the quality of the environment. [WAC 197-11-800\(6\)](#) lists the categorical exemptions for land use decisions, stating short plats (except on land covered by water) are exempt from SEPA.

Local project review:

[RCW 36.70B.020](#) includes subdivisions as a type of project permit, which is a land-use permit required from the City for a project action and regulated by the State. Project permits are subject to standard time frames for determining whether an application is complete, for notification and public comments once the application is determined complete, and for making a decision and appeals. [RCW 36.70B.110\(5\)](#) provides that a notice of application shall not be required for SEPA-exempt projects unless a public comment period or a type of hearing is required. The City’s

Development Code implements the regulations in State law affecting short plats in SMC Title 17A, Administration, and Title 17G, Administration and Procedures. The City proposes to change the public comment requirements in SMC 17G.060.130 so that short subdivision applications with minor engineering review would have no public comment period, thereby eliminating the need for a notice of application for that classification of applications.

Growth Management Act (GMA):

As discussed above, the GMA suggests several actions for increasing residential building capacity. A number of suggestions relate to plats, and the City of Spokane has already implemented some of those actions. However, [RCW 36.70A.600\(1\)\(u\)](#) suggests other permit process improvements where it is demonstrated that the development regulation change will result in a more efficient permit process for customers. The Spokane Housing Action Plan echoes the provision by encouraging “a faster and more predictable permitting process for developers, particularly for housing that expands options and supports a broader range of household incomes” (p. 30). The City proposes changes to streamline and improve the short plat process to create two new classifications of short subdivisions that would reduce requirements for notice, thereby reducing cost or time for processing SEPA-exempt short plats in the city, including those that could make new sites available for increasing residential building capacity, and for development of a wide variety of housing types for all income levels.

IMPLEMENTATION OF COMPREHENSIVE PLAN GOALS AND POLICIES

Section [17G.025.010](#) SMC establishes the review criteria for text amendments to the Unified Development Code. In order to approve a text amendment, City Council shall consider the findings and recommendations of the Plan Commission along with the approval criteria outlined in the Code. The applicable criteria are shown below in *bold and italic* with staff analysis following each criteria. Review of the Comprehensive Plan goals and policies indicates that the proposal meets the approval criteria for internal consistency set forth in SMC 17G.025.010(G). Excerpts of the applicable goals and policies, and their Comprehensive Plan discussion points, are contained in **Exhibit F**.

17G.025.010(G) APPROVAL CRITERIA

1. **The proposed amendment is consistent with the applicable provisions of the comprehensive plan.**

Land Use Goal LU 1 – Citywide Land Use. 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.

Staff Analysis: Within the Land Use chapter there are several values outlined which guide the goals and policies concerning land uses. This chapter highlights the importance of guaranteeing a variety of densities that support a mix of land uses and housing options in every neighborhood, as well as realizing the full potential of existing residential lots rather than encouraging sprawl. The proposed ADU code changes make it easier to construct an additional, accessory dwelling unit on a residential lot thereby efficiently using the City’s infrastructure for water, stormwater, and utilities. The changes also allow for the potential for more subtle increases in intensity, as an alternative to focused redevelopment. Removing the lot size transition requirement would allow for more lots to be platted, using land to its greater potential rather than forcing platting of larger lots. Allowing subdivisions to be built to the minimum lot size in the zone also reduces the amount of raw land

required to create a development, reducing the, need to develop on the City's fringe where larger parcels that might be able to more easily accommodate larger lots tend to be located.

Land Use Policy LU 1.1 – Neighborhoods. *Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.*

Staff Analysis: A variety of housing types are allowed, and encouraged, within the city's neighborhoods. The Comprehensive Plan notes that housing should span the range of single-family homes (attached and detached), duplexes, and multifamily units. This variety of types and densities better supports the other neighborhood land uses such as retail, office, and commercial. Increasing regulatory flexibility for ADUs provides the potential for additional households to support Neighborhood Centers, while also allowing city residents greater options for housing near amenities such as parks and open space, and public transit lines.

Land Use Goal LU 3 – Efficient Land Use. *Promote the efficient use of land by the use of incentives, density and mixed-use development in proximity to retail businesses, public services, places of work, and transportation systems.*

Staff Analysis: As a use that is accessory to the primary dwelling on a lot, accessory dwelling units gently and efficiently add housing to an existing block or neighborhood, which assists the city in achieving the mix of residential uses outlined in the Comprehensive Plan. Relaxing parking requirements for ADUs promotes efficient land use both from the perspective that less of a lot is being devoted to off-street car storage, and that it promotes the use of existing transit resources. The draft text thus aligns with the findings of the Legislature that siting ADUs near transit and public amenities can help to reduce greenhouse gas emissions by increasing walkability and shortening household commutes, and therefore should be incentivized by reducing parking requirements unless parking is already exempt under [RCW 36.70A.698](#). Removing the transitional lot requirements for new subdivisions, and instead relying on the minimum lot size of the zone, also allows for land to be used more efficiently. Rather than requiring more square footage to be dedicated to individual lots in the transition area, the land can be used for additional lots, an improved site circulation, or even shared open space that provides an amenity to the larger subdivision. Finally, the proposed changes to the current short plat process are an incentive for smaller divisions of land, shortening the review timeframe and thus costs for that type of infill development.

Land Use Policy LU 3.6 – Compact Residential Patterns. *Allow more compact and affordable housing in all neighborhoods, in accordance with design guidelines.*

Staff Analysis: The draft code revisions to the ADU chapter directly support the policy focus on both compact development and housing affordability. The Comprehensive Plan specifically notes that accessory dwelling units are a housing type that is more compact and affordable, including other missing middle housing types such as duplexes, triplexes, and townhouses. Additionally, removing the lot size transition requirement will allow new subdivisions to create lots within the Residential Agricultural (RA) and Residential Single-Family (RSF) zones that meet underlying requirements for lot depth, width, and square footage rather than requiring lots to average in size. The resulting smaller lots will inherently be more compact than the required larger lots of the current regulation, which in practice has meant the number of developable units is decreased to accommodate the transitional lots.

Housing Goal H 1 – Housing Choice and Diversity. *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.*

Staff Analysis: The values of the Housing chapter are grounded around maintaining affordable housing, developing a good mix of housing types, encouraging housing for low-income residents, and preserving existing housing. Proposed ADU code changes could encourage increased ADU construction, which can provide benefits such as additional income for homeowners, as well as housing options for senior residents who wish to age in place. During 2020 updates to the Growth Management Act, the Legislature noted that ADUs are often occupied by tenants who pay little to no rent, such as grandparents, adult children, family members with disabilities, and friends going through life transitions. Accessory dwelling units offer a housing type which can meet the needs of residents in various stages of life.

Housing Policy H 1.11 – Access to Transportation. *Encourage housing that provides easy access to public transit and other efficient modes of transportation.*

Staff Analysis: As noted above, accessory dwelling units are a housing option that can meet the varied needs of residents in different income brackets, including the need to be in close proximity to public transit lines for lower income. ADUs are built within existing neighborhoods, which are largely already supported by public transit, with noted exceptions for developments further on the outskirts of city limits. Because Americans spend such a large portion of their income on housing and transportation, the proposed ADU code changes support a future development pattern which reduces household commutes, increases walkability, and reduces carbon footprints. Accessory dwelling units, as a housing type that may rely less on car ownership, will likely be a more affordable option for Spokane residents across their lifetime within the city.

Housing Policy 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.*

Staff Analysis: As described above, accessory dwelling units add homes to an existing block or neighborhood in a manner that is potentially less impactful than site redevelopment, providing the opportunity for existing community residents to downsize or make additional housing available near existing transit access and services. As well, reducing the cost of processing short subdivisions may provide sites for new housing development for rental or fee-simple ownership in areas where there is existing additional capacity and demand for a variety of different housing types.

Housing Policy H 1.20 – Accessory Dwelling Units. *Allow one accessory dwelling unit as an ancillary use to single-family homes in all designated residential areas as an affordable housing option.*

Staff Analysis: The proposed amendments provide greater flexibility for developing ADUs as an affordable housing option, increasing their feasibility. Meanwhile, provisions such as size, height, and building coverage limitation would provide physical compatibility of the ADU with surrounding structures.

Capital Facilities and Utilities Policy CFU 4.1 – Compact Development. *Promote compact areas of concentrated development in designated centers to facilitate economical and efficient provision of utilities, public facilities, and services.*

Staff Analysis: The Growth Management Act provides very specific guidance as to the planning of capital facilities and utilities, clearly directing that growth should be focused in areas where existing capacity and facilities already exist, as well as the requirement for concurrency. Concurrency requires that utilities and services be provided at the time of development, so there is no drop in levels of service. The procedure for concurrency management (overseen by the City)

includes annual evaluation of adopted service levels and land use trends in order to anticipate demand for service and determine needed improvements. Infill and dense development where excess capacity is available is an efficient use of existing systems since compact systems are less expensive to build and maintain. Accessory dwelling units, which are located in existing neighborhoods with services, and incentivized short plats, which are often built as infill near existing facilities, support this policy.

2. The proposed amendment bears a substantial relation to public health, safety, welfare, and protection of the environment.

Staff Analysis: Responding to current housing affordability and vacancy challenges documented by statutes and adopted local plans, the proposed amendments closely follow the guidance in State law, the Housing Action Plan, and the Mayor's July 26, 2021, Proclamation Addressing Housing Emergency. These amendments are coordinated and work together with additional changes identified in these documents for the City and its partners, and are essentially linked with those actions aimed at finding balance for the public welfare during a period of unprecedented low vacancy levels and climbing prices that threaten to worsen Spokane's housing shortage. As stated above, these changes are consistent with the Comprehensive Plan and statutes protecting public health, safety, and the environment.

V. CONCLUSION

Based on the facts and findings presented herein, staff concludes that the requested text amendments to the Unified Development Code satisfy the applicable criteria for approval as set forth in SMC Section 17G.025.010. To comply with RCW 36.70A.370 the proposed text amendments have been evaluated to ensure proposed changes do not result in unconstitutional takings of private property.

VI. STAFF RECOMMENDATION

Following the close of public testimony and deliberation regarding conclusions with respect to the review criteria and decision criteria detailed in SMC 17G.025.010, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested code amendments to the Unified Development Code.

Staff **recommends approval** of the requested accessory dwelling unit, lot size transition, and short plat processes amendments and recommends that the Plan Commission adopt the facts and findings of the staff report.

VII. LIST OF EXHIBITS

- A. Proposed Draft Text
- B. SEPA Determination of Non-Significance
- C. Public Participation Summary
- D. Public Comments
- E. Department Comment
- F. Related Comprehensive Plan Goals and Policies

DRAFT TEXT

Accessory Dwelling Unit (ADU), Lot Size Transition

Spokane Municipal Code Title 17C

17C.110.200	Lot Size.....	A-2
17C.110.225	Accessory Structures.....	A-9
17C.300.100	General Regulations	A-15
17C.300.110	Criteria	A-15
17C.300.120	Application Procedures	A-16
17C.300.130	Development Standards	A-17
17C.300.140	ADU Expiration	A-24

Section __. That SMC section 17C.110.200 is amended to read as follows:

17C.110.200 Lot Size

A. Purpose.

The standards of this section allow for development on lots, but do not legitimize lots that were divided in violation of [chapter 17G.080 SMC](#), Subdivisions. The required minimum lot size, lot depth, lot width and frontage requirements for new lots ensure that development will, in most cases, be able to comply with all site development standards. The standards also prevent the creation of very small lots that are difficult to develop at their full density potential. Finally, the standards also allow development on lots that were reduced by condemnation or required dedications for right-of-way.

B. Existing Lot Size.

1. Development is prohibited on lots that are not of sufficient area, dimension and frontage to meet minimum zoning requirements in the base zone. Except:
 - a. one single-family residence may be developed on a lot that was legally created under the provisions of chapter 58.17 RCW, Plats – Subdivisions – Dedications, or applicable platting statutes;
 - b. a PUD lot may be less than the minimum size of the base zone, if such lot is delineated on a PUD plan, which has been approved by the hearing examiner. All use and development standards of the zone wherein such lot is located, shall be complied with, unless modified through the PUD process by the hearing examiner. A PUD shall comply with the requirements of subsection (C) of this section.
2. No lot in any zone may be reduced so that the dimension, minimum lot area, frontage or area per dwelling unit is less than that required by this chapter, except as modified through the PUD process by the hearing examiner.
3. Lots Reduced by Condemnation or Required Dedication for Right-of-way. Development that meets the standards of this chapter is permitted on lots, or combinations of lots, that were legally created and met the minimum size requirements at the time of subdivision, but were reduced below one or more of those requirements solely because of condemnation or required dedication by a public agency for right-of-way.

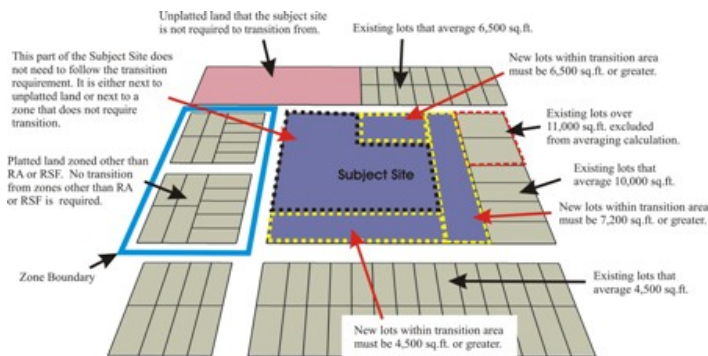
C. Land Division.

1. All new lots created through subdivision must comply with the standards for the base zone listed in Table 17C.110-3.

~~((1. Transition Requirement:~~

~~For sites two acres or greater, transition lot sizes are required to be included as a buffer between existing platted land and new subdivision subject to the requirements of this section. The purpose of this section is to transition lot sizes between the proposed and existing residential developments in order to facilitate compatible development and a consistent development pattern. In the RA and RSF zones, the minimum lot size is subject to transitioning of lots sizes. Lots proposed within the initial eighty feet of the subject property are required to transition lot sizes based on averaging under the following formulas:~~

- ~~a. Transitioning is only required of properties adjacent to or across the right-of-way from existing residential development. “Existing residential development” in this section shall mean existing lots created through subdivision or short plat.~~
- ~~b. Lot size in the transition area is based on the average of the existing lot size in subdivisions adjacent to, or across the street from, the subject property. Lots greater than eleven thousand square feet are not counted in the averaging.~~
- ~~c. If the existing average lot size is greater than seven thousand two hundred square feet, then the lot size in the transition area can be no less than seven thousand two hundred square feet.~~
- ~~d. If the existing average lot size is less than seven thousand two hundred square feet, then the lot size in the transition area can be equal to or greater than the average.~~
- ~~e. If the subject site shares boundaries with more than one subdivision, the minimum lot size in the transition area shall be based on the average lot sizes along each boundary. When two boundaries meet, the lot size shall be based on the larger of the two boundaries. See example below; and~~



[Note: Delete graphic above.]

- ~~f. If the subject site shares a boundary with property zoned other than RA or RSF, then there are no transition requirements along that boundary.~~
- ~~g. After the first set of lots in the transition area, lot sizes may be developed to the minimum lot size of the base zone, i.e., four thousand three hundred fifty square feet in the RSF zone.)~~

2. Planned unit developments, combined with a subdivision, may reduce the minimum lot size, lot width, lot depth and frontage requirements in the RA and RSF zones pursuant to SMC 17G.070.030(C)(1) ~~((, except in the transition area required by subsection (C)(1) of this section)).~~

D. Ownership of Multiple Lots.

Where more than one adjoining lot is in the same ownership, the ownership may be separated as follows:

1. If all requirements of this chapter will be met after the separation, including lot size, density and parking, the ownership may be separated through either a boundary line adjustment (BLA) or plat, as specified under [chapter 17G.080 SMC](#), Subdivisions.
2. If one or more of the lots does not meet the lot size standards in this section, the ownership may be separated along the original plat lot lines through a boundary line adjustment (BLA).

E. New Development on Standard Lots. New development on lots that comply with the lot size standards in this section are allowed subject to the development standards and density requirements of the base zone as required under Table 17C.110-3.

F. Lot Frontage. All residential lots shall front onto a public street and meet the minimum lot frontage requirements of Table 17C.110-3. Except, that frontage on

a public street is not required for lots created through alternative residential subdivision under SMC 17G.080.065, and lots approved in a planned unit development or a manufactured home park may have lots or spaces fronting onto private streets, subject to the decision criteria of [SMC 17H.010.090](#).

TABLE 17C.110-3 DEVELOPMENT STANDARDS [1]					
DENSITY STANDARDS					
	RA	RSF & RSF-C	RTF	RMF	RHD
Density - Maximum	4,350 (10 units/acre)	4,350 (10 units/acre)	2,100 (20 units/acre)	1,450 (30 units/acre)	--
Density - Minimum	11,000 (4 units/acre)	11,000 (4 units/acre)	4,350 (10 units/acre)	2,900 (15 units/acre)	2,900 (15 units/acre)
MINIMUM LOT DIMENSIONS LOTS TO BE DEVELOPED WITH:					
Multi-Dwelling Structures or Development					
	RA	RSF & RSF-C	RTF	RMF	RHD
Minimum Lot Area				2,900 sq. ft.	2,900 sq. ft.
Minimum Lot Width				25 ft.	25 ft.
Minimum Lot Depth				70 ft.	70 ft.
Minimum Front Lot Line				25 ft.	25 ft.
Compact Lot Standards [2]					
Minimum Lot Area [3]		3,000 sq. ft.			
Minimum Lot Width		36 ft.			
Minimum Lot Depth		80 ft.			
Minimum Front Lot Line		30 ft.			
Attached Houses as defined in SMC 17A.020.010					
Minimum Lot Area [3]	7,200 sq. ft.	4,350 sq. ft.	1,600 sq. ft.	1,450 sq. ft.	None

Minimum Lot Width	40 ft.	40 ft.	36 ft. or 16 ft. with alley parking and no street curb cut	Same	Same
Minimum Lot Depth	80 ft.	80 ft.	50 ft.	None	None
Minimum Front Lot Line	40 ft.	40 ft.	Same as lot width	Same as lot width	Same as lot Width
Detached Houses					
Minimum Lot Area [3]	7,200 sq. ft.	4,350 sq. ft.	1,800 sq. ft.	1,800 sq. ft.	None
Minimum Lot Width	40 ft.	40 ft.	36 ft.	25 ft.	25 ft.
Minimum Lot Depth	80 ft.	80 ft.	40 ft.	25 ft.	25 ft.
Minimum Front Lot Line	40 ft.	40 ft.	30 ft.	25 ft.	25 ft.
Duplexes					
Minimum Lot Area			4,200 sq. ft.	2,900 sq. ft.	None
Minimum Lot Width			25 ft.	25 ft.	25 ft.
Minimum Lot Depth			40 ft.	40 ft.	25 ft.
Minimum Front Lot Line			25 ft.	25 ft.	25 ft.
PRIMARY STRUCTURE					
Maximum Building Coverage					
	RA	RSF & RSF-C	RTF	RMF	RHD
Lots 5,000 sq. ft. or larger	40%	2,250 sq. ft. + 35% for portion of lot over 5,000 sq. ft.	2,250sq. ft. + 35% for portion of lot over 5,000 sq. ft.	50%	60%
Lots 3,000 - 4,999 sq. ft.	1,500 sq. ft. + 37.5% for portion of lot over 3,000 sq. ft.				
Lots less than 3,000 sq. ft.	50%				

Attached housing as defined in SMC 17A.020.010, lots any size	Same as above			Up to 70%	Up to 80%
Building Height					
Maximum Roof Height	35 ft. [5]	35 ft. [5]	35 ft. [5]	35 ft. [6]	35 ft. [6]
Maximum Wall Height	25 ft.	25 ft.	25 ft.	-- [6]	--
Floor Area Ratio (FAR)					
FAR	0.5	0.5 [4]	0.5 [4]	--	--
Setbacks					
Front Setback [7, 8]	15 ft.				
Side Lot Line Setback – Lot width more than 40 ft.	5 ft.				
Side Lot Line Setback – Lot width 40 ft. or less	3 ft.				
Street Side Lot Line Setback [7]	5 ft.				
Rear Setback [9, 10]	25 ft.	25 ft. [11]	15 ft.	10 ft.	10 ft.
Required Outdoor Area					
Required Outdoor Area for attached and detached houses. Minimum dimension (See SMC 17C.110.223)	250 sq. ft. 12 ft. x 12 ft.	250 sq. ft. 12 ft. x 12 ft.	250 sq. ft. 12 ft. x 12 ft.	200 sq. ft. 10 ft. x 10 ft.	48 sq. ft. 7 ft. x 7 ft.
ACCESSORY STRUCTURES					
	RA	RSF & RSF-C	RTF	RMF	RHD
Maximum Roof Height	30 ft.	20 ft.	20 ft.	35 ft.	35 ft.
Maximum Wall Height	30 ft.	15 ft.	15 ft.	35 ft.	35 ft.

Maximum Coverage [12]	20%	15%	15%	See Primary Structure	See Primary Structure
<u>Maximum Coverage with Accessory Dwelling Unit, Lots less than 5,500 sq. ft. [12]</u>	<u>20%</u>			<u>See Primary Structure</u>	<u>See Primary Structure</u>
Front Setback	20 ft.				
Side Lot Line Setback – Lot width 40 ft. or wider [13]	5 ft.				
Side Lot Line Setback – Lot width less than 40 ft. [13]	3 ft.				
Street Side Lot Line [14]	20 ft.				
Rear [13]	5 ft.				
Rear with Alley	0 ft.				

Notes:

-- No requirement

[1] Plan district, overlay zone, or development standards contained in SMC 17C.110.310 through 360 may supersede these standards.

[2] See SMC 17C.110.209, Compact Lot Standards.

[3] ~~((For developments two acres or greater, lots created through subdivision in the RA, RSF and the RSF-C zones are subject to the lot size transition requirements of SMC 17C.110.200(C)(1).)) [Deleted.]~~

[4] In the RSF-C and RTF zones, and sites in the RSF zone qualifying for compact lot development standards, described in SMC 17C.110.209, FAR may be increased to 0.65 for attached housing development only.

[5] No structure located in the rear yard may exceed twenty feet in height.

[6] Base zone height may be modified according to SMC 17C.110.215, Height.

[7] Attached garage or carport entrance on a street is required to be setback twenty feet from the property line.

[8] See SMC 17C.110.220(D)(1), setbacks regarding the use of front yard averaging.

[9] See SMC 17C.110.220(D)(2), setbacks regarding reduction in the rear yard setback.

[10] Attached garages may be built to five feet from the rear property line except, as specified in SMC 17C.110.225(C)(6)(b), but cannot contain any living space.

[11] In the RSF-C zone and sites in the RSF zone qualifying for compact lot development standards, described in SMC 17C.110.209, the rear setback is 15 feet.

[12] Maximum site coverage for accessory structures is counted as part of the maximum site coverage of the base zone. See SMC 17C.110.225(D).

[13] Setback for a detached accessory structure and a covered accessory structure may be reduced to zero feet with a signed waiver from the neighboring property owner, except, as specified in SMC 17C.110.225(C)(5)(b).

[14] The setback for a covered accessory structure may be reduced to five feet from the property line.

Section ___. That SMC section 17C.110.225 is amended to read as follows:

17C.110.225 Accessory Structures

A. Purpose.

This section regulates structures that are incidental to primary buildings to prevent them from becoming the predominant element of the site. The standards provide for necessary access around structures, help maintain privacy to adjoining lots and maintain open front setbacks.

B. General Standards.

1. Accessory structures are allowed on a lot only in conjunction with a primary building, and may not exist on a lot prior to the construction of the primary structure, except as allowed by subsection (B)(2) of this section.

2. An accessory structure that becomes the only structure on a lot as the result of a land division may remain on the lot if the owner has submitted a financial guarantee to the City for the cost of demolition and removal of the structure. The financial guarantee will be used by the City if the owner has not removed the accessory structure if, within one year of final plat approval or boundary line adjustment (BLA), a primary structure has not been built and received final inspection. The financial guarantee must be accepted by the City prior to approval of the final plat or boundary line adjustment.
3. An accessory structure shall not contain a kitchen or space for living, sleeping, eating, or cooking unless it is approved as an accessory dwelling unit under chapter 17C.300 SMC.

C. Setbacks.

1. Mechanical Structures.
Mechanical structures are items such as heat pumps, air conditioners, emergency generators, and water pumps.
 - a. Front Setback Standard.
Mechanical structures are not allowed in required front building setbacks.
 - b. Side and Rear Setback Standard.
Mechanical structures are allowed inside and rear building setbacks if the structure is no more than forty-eight inches high.
2. Vertical Structures.
Vertical structures are items such as flagpoles, trellises and other garden structures, radio antennas, satellite receiving dishes and lampposts. Fences are addressed in SMC 17C.110.230. Sign standards are in chapter 17C.240 SMC, Signs.
 - a. Setback Standard.
Vertical structures are allowed in required side and rear building setbacks if they are no larger than four feet in width, depth or diameter and no taller than seven feet. If they are larger or taller, they are not allowed in required building setbacks. Trellises and other gate features are allowed in front yard if they are no larger than four feet in width, depth or diameter and no taller than seven feet and do not conflict with the clear view triangle provisions under SMC 17C.110.230, Fences.
3. Uncovered Horizontal Structures.
Uncovered horizontal structures are items such as decks, stairways, entry bridges, wheelchair ramps, swimming pools, hot tubs, tennis courts, and boat docks that are not covered or enclosed.

- a. Setback Standard.
 - i. Projection Allowed.

The following structures are allowed in required building setbacks, as follows:

 - A. Structures that are no more than two and one-half feet above the ground are allowed in side and rear building setbacks. Handrails required by the IBC/IRC are not included in the maximum height.
 - B. On lots that slope down from the street, vehicular or pedestrian entry bridges that are no more than two and one-half feet above the average sidewalk elevation are allowed in all building setbacks; and
 - C. Stairways and wheelchair ramps that lead to one entrance on the street-facing facade of a building are allowed in street setbacks.
- 4. Covered Accessory Structures.

Covered accessory structures are items such as greenhouses, storage buildings (not used to cover motor vehicles), sheds, covered decks, covered porches, gazebos, and covered recreational structures.

 - a. Setback Standard.

Covered accessory structures are not allowed in the required front ~~((and side))~~ building setbacks. Covered accessory structures are not allowed in the required side building setback without a signed waiver from the neighboring property owner.
- 5. Detached Accessory Structures.

Detached accessory structures are garages, carports, and other structures utilized to cover motorized vehicles.

 - a. Setback Standard.

A detached accessory structure is not allowed in the front building setback. A detached accessory structure is not allowed in the required side building setback without a signed waiver from the neighboring property owner. A detached accessory structure that has an entrance, which faces a street, is required to be setback twenty feet from the property line or from the back of the sidewalk, as stated in Table 17C.110-3.
 - b. Detached accessory structures may be built to the rear property line, unless parking in front of the structure is proposed, then the structure

is required to be built a minimum of eighteen feet from the edge of the alley tract, easement, or right-of-way.

6. Attached Accessory Structures.

Accessory structures are garages, carports or other structures utilized to cover motorized vehicles that are connected by a common wall to the primary structure.

a. Setback Standard.

An attached accessory structure is not allowed in the front building setback. An attached accessory structure that has an entrance which faces a street is required to be setback twenty feet from the property line as stated in Table 17C.110-3.

b. Attached accessory structures may be built to within five feet of the rear property line, unless parking in front of the structure is proposed, then the structure is required to be built a minimum of eighteen feet from the edge of the alley tract, easement or right-of-way.

D. Building Coverage.

1. Except as provided in subsection (2) of this subsection (D), ((The)) the combined building coverage of all detached accessory structures and covered accessory structures may not exceed fifteen percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.

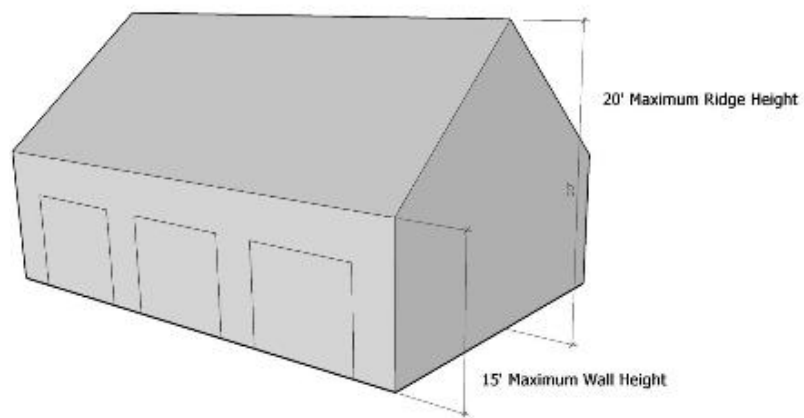
2. On lots smaller than five thousand five hundred square feet with an accessory dwelling unit, combined building coverage of all detached accessory structures and covered accessory structures may not exceed twenty percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.

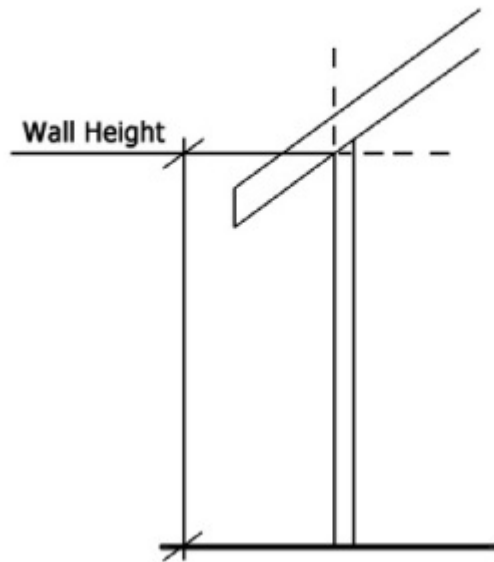
E. Building Height.

The building height of detached accessory structures and covered accessory structures is listed in Table 17C.110-3. Accessory structures, which contain an ADU over a garage, are subject to the height limitations in chapter 17C.300 SMC, Accessory Dwelling Units.

TABLE 17C.110.225-1	
MAXIMUM HEIGHT – DETACHED ACCESSORY BUILDING [1]	
Maximum Wall Height [2]	15 ft.
Maximum Roof Height [3]	20 ft.
<p>[1] Cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater.</p> <p>[2] The height of the lowest point of the roof structure intersects with the outside plane of the wall.</p> <p>[3] The height of the ridge of the roof.</p> <p>See “Example A” below.</p>	

Example A





17C.300.100 General Regulations

- A. Where the Regulations Apply.
Attached and detached accessory dwelling units are permitted in the RA through RHD zones, including planned unit developments, subject to the limitations of subsection (B) of this section.
- B. Limitation.
- ~~((1. One ADU is allowed per lot as an accessory use in conjunction with a detached single-family residence.~~
- ~~2. A detached ADU must either be combined with a garage or shall be the only detached structure in the rear yard setback area.~~
- ~~3. Detached))~~ One accessory dwelling ~~((units are))~~ unit is allowed per lot in the RA, RSF, RTF, RMF, and RHD zones subject to the development standards of the underlying zoning district.

Section __. That SMC 17C.300.110 is amended to read as follows:

17C.300.110 Criteria

- ~~((A. Minimum Lot Size.
The minimum lot size for ADU is five thousand square feet.))~~
- ~~((B.))~~ A. ~~((ADU Minimum and))~~ Maximum Size.
1. Internal ADU.
Before the establishment of an internal ADU the ~~((footprint))~~ floor area of the principal structure, excluding an attached garage, must be not less than eight hundred square feet.
- ~~a. The ((size)) internal ADU shall contain no more than two bedrooms and the floor area of the internal ADU must be ((not less than two hundred fifty square feet and)) not more than eight hundred square feet, excluding any related garage area.~~
- ~~b. The conversion of an existing interior basement or attic space of a principal structure into an ADU may exceed the maximum floor area for an internal ADU specified in subsection (1)(a) of this subsection.~~
2. Detached ADU.
- ~~a. The maximum detached ADU size is subject to building coverage per SMC 17C.300.130(B)(3) and floor area ratio per subsection (3) of this subsection (A); and~~

b. A detached ADU shall not exceed ~~((six hundred square feet))~~
seventy-five percent of the floor area of the principal structure, or
eight hundred sixty-four square feet of floor area, whichever is
greater.

3. FAR.

a. The ~~square-footage floor area~~ of an ADU, excluding any garage, is counted as part of the floor area ratio (FAR). ~~((Internal ADUs may not exceed fifty percent of the total square footage of the principal structure's building footprint.))~~

b. To offer greater flexibility in integrating an ADU on smaller lots, the maximum allowable FAR may be increased to 0.6 on lots smaller than seven thousand two hundred square feet in area, with an ADU, and to 0.7 on lots smaller than five thousand square feet in area with an ADU.

~~((C.))~~ B. Occupancy for Short-Term Rentals.

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

1. submit evidence to the director showing good cause, such as a job dislocation, sabbatical leave, education or illness, for waiver of this requirement for up to one year absence from the property. Upon such showing the director may waive the requirement;
2. re-occupy the structure; or
3. remove the accessory dwelling unit.

Section __. That SMC 17C.300.120 is amended to read as follows:

17C.300.120 Application Procedures

A. Application.

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

B. Covenants.

~~((A))~~ Where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, a covenant and deed restriction identifying the ADU and limitations of occupancy and ownership is required to be recorded and filed with

the Spokane county auditor's office. A copy of the recorded covenant must be provided to the City of Spokane planning and economic development services department prior to the issuance of a building permit or safety inspection.

Section __. That SMC 17C.300.130 is amended to read as follows:

17C.300.130 Development Standards

A. Development Standards – Requirements for All Accessory Dwelling Units.
All accessory dwelling units must meet the following:

1. Creation.
An accessory dwelling unit may only be created through the following methods:
 - a. Converting existing living area, attic, basement or garage.
 - b. Adding floor area.
 - c. Constructing a detached accessory dwelling unit on a site with an existing house, attached house or manufactured home ~~((or))~~.
 - d. Constructing a new house, attached house or manufactured home with an internal or detached accessory dwelling unit.
 - e. In the RTF, RMF, or RHD zone, constructing an attached or detached accessory dwelling unit on a site with any existing or new principal structure. All new structures and additions shall comply with all applicable building, fire, and engineering standards.
2. Number of Residents.
The total number of individuals that reside in both units may not exceed ~~((the number that is allowed for a household))~~ any lawful limits on occupant load per square foot or generally applicable health and safety provisions as established by applicable building or fire code, as provided in RCW 35.21.682.
- ~~((3. Other Uses.
An accessory dwelling unit is prohibited on a site with a home occupation.))~~
- ~~((4.))~~ 3. Location of Entrances for Internal ADUs.
Only one entrance may be located on the facade of the ~~((house, attached house or manufactured home))~~ principal structure facing the street, unless the ~~((house, attached house or manufactured home))~~ principal structure contained additional entrances before the accessory dwelling unit was created. An exception to this regulation is entrances that do not have access from the ground such as entrances from balconies or decks.

~~((5.))~~ 4. Parking.

a. Studio and one-bedroom ADUs require no additional parking. One additional off-street parking space is required for the accessory dwelling unit with more than one bedroom, plus one per bedroom after two bedrooms. Existing required parking for the ~~((house, attached house or manufactured home))~~ principal structure must be maintained ~~((or replaced on-site)).~~

b. As an exception to subsection (a), no additional off-street parking space is required for the ADU within one-quarter-mile of stops for a bus or other transit mode providing actual fixed route service at intervals of no less frequently than fifteen minutes for at least five hours during the peak hours of operation on weekdays, defined as a major transit stop under RCW 36.70A.696.

~~((6.))~~ ~~Exterior Finish Materials.~~

~~The exterior finish material must be the same or visually match in type, size, and placement the exterior finish material of the house, attached house or manufactured home.))~~

~~7.))~~ ~~Roof Pitch.~~

~~The roof pitch must be the same as the predominant roof pitch of the house, attached house or manufactured home.~~

~~8.))~~ ~~Trim.~~

~~Trim must be the same in type, size and location as the trim used on the house, attached house or manufactured home.~~

~~9.))~~ ~~Windows.~~

~~Windows must match those in the house, attached house or manufactured home in proportion (relationship of width to height) and orientation (horizontal or vertical). This standard does not apply when it conflicts with building code regulations.))~~

B. Additional Development Standards for Detached ADUs.

1. Setbacks.

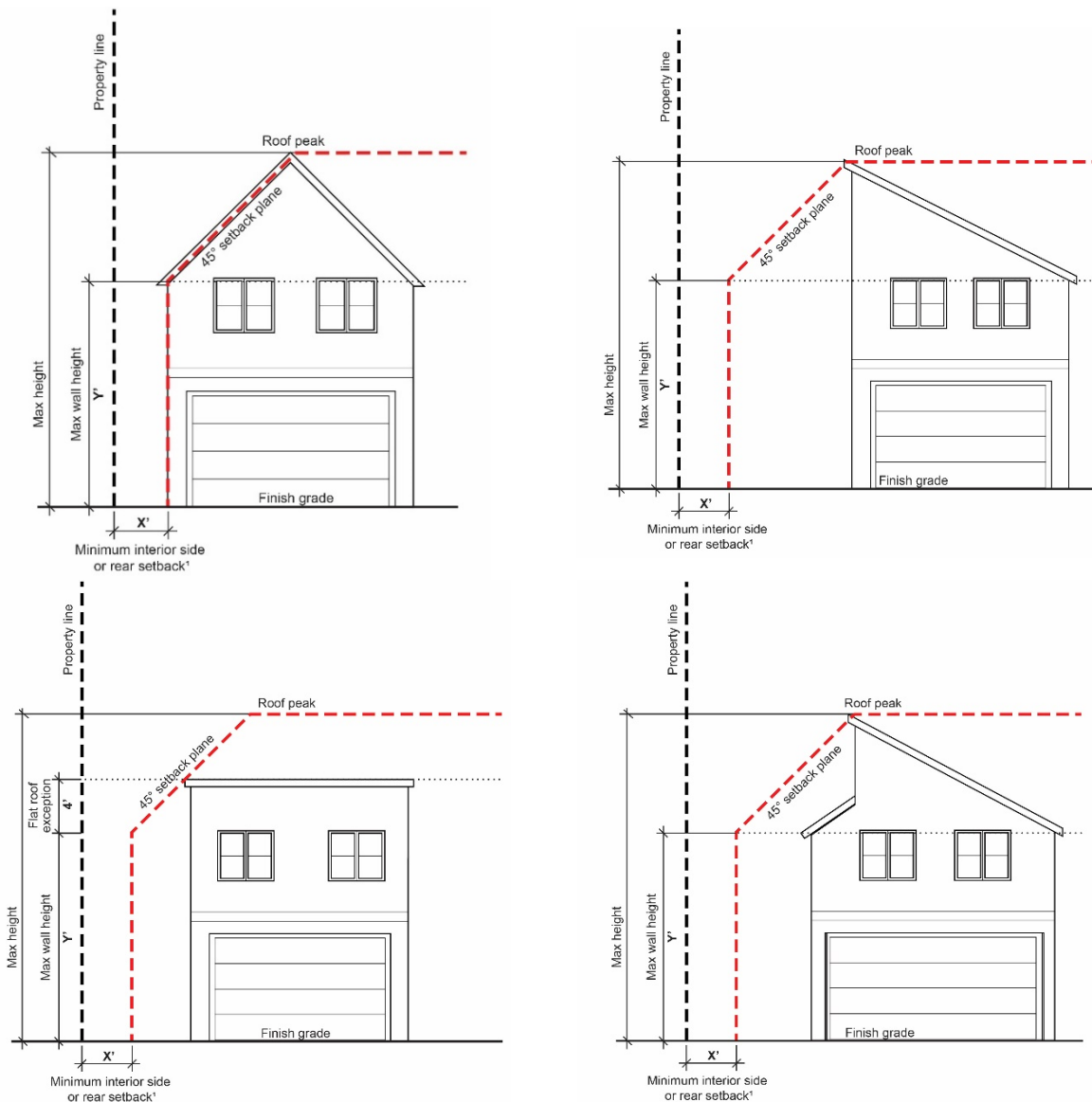
~~((The))~~ Except for conversion of existing accessory structures, the accessory dwelling unit must be ~~((at least))~~:

~~((a.))~~ ~~sixty feet from the front lot line; or~~

~~b.))~~ ~~six feet behind the house, attached house or manufactured home;))~~

- ~~((e.))~~ a. as specified for ~~((rear and side yard))~~ setbacks in Table 17C.110-3 for ~~((primary structures for attached ADUs and))~~ accessory structures ~~((for detached ADUs.))~~; and
- b. in conformance with the forty-five degree setback plane:
- i. The forty-five degree setback plane is measured at the maximum wall height listed in Table 17C.300-1, from the interior side lot line setback, or rear setback without an alley, as listed in Table 17C.110-3 for accessory structures. The setback plane does not apply on side or rear setbacks measured from alley or street lot lines.
 - ii. The setback plane increases at a forty-five degree angle away from the interior side and rear lot lines without an alley, up to the maximum roof height in Table 17C.300-1. See Figure 17C.300-A for examples.
 - iii. No portion of the accessory dwelling unit may project beyond the forty-five degree setback plane described in this subsection, except for the roof structure and minor extensions allowed by SMC 17C.110.220(C)(1).
 - iv. The setback may be reduced to zero feet with a signed waiver from the neighboring property owner. In that case, the forty-five degree setback plane would be measured from the maximum wall height and the property line.

Figure 17C.300-A. Setback Plane [1]



[Note: Add the four graphics above.]

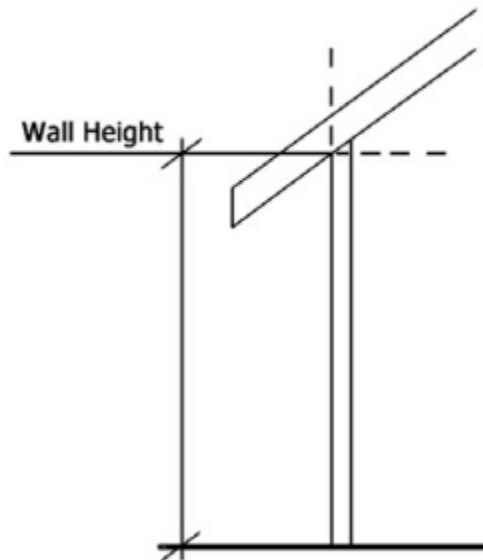
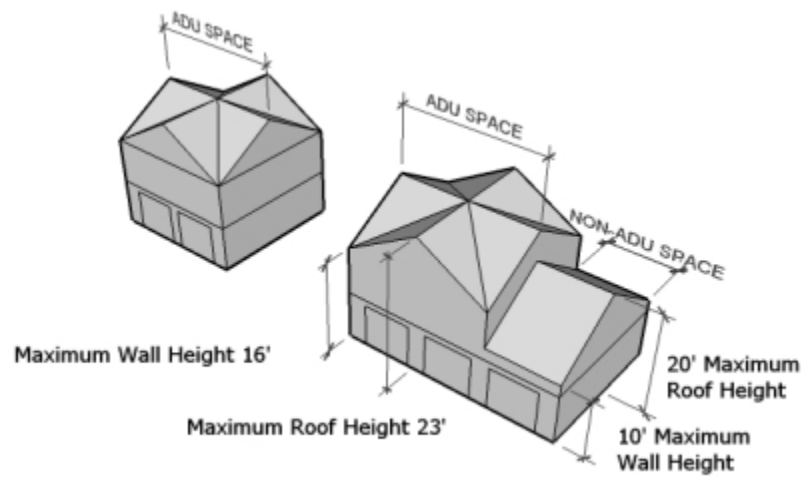
[1] The setback plane does not apply on side setbacks or rear setbacks measured from alley lot lines or street lot lines.

2. Height.

The maximum height allowed for a detached accessory dwelling unit is shown in Table 17C.300-1. A detached ADU over a detached accessory structure with flat or terraced roof forms with slopes of less than 3:12 that conform to the forty-five-degree setback plane in subsection (B)(1)(b) of this section may be granted a wall height exception up to four feet.

TABLE 17C.300-1 MAXIMUM ROOF AND WALL HEIGHT		
	Maximum Height – Detached Accessory Building Attached to an ADU or Detached ADU [1]	Maximum Height – Detached ADU Over a Detached Accessory Structure
Maximum Wall Height [2]	10 ft.	((16)) <u>17</u> ft.
Maximum Roof Height [3]	20 ft.	((23)) <u>25</u> ft.
<p>[1] Detached accessory structures cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater.</p> <p>[2] The height of the lowest point of the roof structure intersects with the outside plane of the wall.</p> <p>[3] The height of the ridge of the roof.</p> <p>See “Figure ((A)) <u>17C.300-B</u>” below.</p>		

Figure ((A)) 17C.300-B



3. Bulk Limitation.

The building coverage for the detached accessory dwelling unit may not be larger than the building coverage of the ~~((house, attached house or manufactured home))~~ principal structure.

a. ~~((The))~~ On lots five thousand five hundred square feet or larger, the combined building coverage of all detached accessory structures may not exceed fifteen percent of the total area of the site.

b. On lots smaller than five thousand five hundred square feet, the combined building coverage of all detached accessory structures may not exceed twenty percent of the total area of the site.

4. Conversion of Existing Detached Accessory Structures.

a. In RA through RTF zones, conversion of an existing detached accessory structure that is in a front building setback required by [Table 17C.110-3](#) is not allowed. Conversion of an existing detached accessory structure that is in a rear or side building setback is allowed as provided by [SMC 17C.110.220](#), Setbacks, and [SMC 17C.110.225](#), Accessory Structures.

b. In RMF through RHD zones, conversion of an existing detached accessory structure that is in a front building setback required by [Table 17C.110-3](#) is not allowed. Conversion of an existing detached accessory structure that is in a rear or side building setback is allowed as provided by [SMC 17C.110.220](#), Setbacks, and [SMC 17C.110.225](#), Accessory Structures.

c. If the accessory dwelling unit is proposed for an existing detached accessory structure that meets any of the standards of subsections ~~((A)(6) through (9) and))~~ (B)(2) and (3) of this section, alterations that will move the structure out of conformance with the standards that are met are not allowed.

d. If the accessory dwelling unit is proposed as a conversion of an existing detached accessory structure or a portion of the building, and ~~((the existing detached accessory structure does not meet the standards of subsections (A)(6) through (9) of this section, the structure is exempt from those standards. If))~~ any floor area is added to the existing detached accessory structure to accommodate an ADU, then the entire structure must meet the ~~((standards of subsections (A)(6) through (9) of this section and the))~~ underlying zoning development standards.

- C. Utilities and Addressing.
The ADU must utilize those municipal utilities and address established for the principal dwelling unit.
- D. Code Compliance.
The ADU must meet all technical code standards of this title including building, electrical, fire, and plumbing code requirements and permits.

Section __. That SMC 17C.300.140 is amended to read as follows:

17C.300.140 ADU Expiration

- A. Transfer.
~~((An))~~ In the case where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, an ADU permit is not transferable to any other property or any other person except to the new owner of the subject property when the property will be owner occupied.
- B. Expiration.
Approval of an ADU expires when the:
 - 1. accessory dwelling unit is altered and is thus no longer in conformance with the plans approved by the building services department; or
 - 2. property ceases to maintain the required off-street parking spaces for the accessory and principal dwelling units; or
 - 3. in the case where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, legal titleholder of the property ceases to own and reside in either the principal or the accessory dwelling unit.

DRAFT TEXT
Short Plat Notification
Spokane Municipal Code Title 17G Administration and Procedures

17G.060.100 Notice of Application	A-26
17G.060T.003 Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process	A-26
17G.060.130 Public Comment Period	A-29
17G.080.040 Short Subdivisions	A-29

Section __. That SMC section 17G.060.100 is amended to read as follows:

17G.060.100 Notice of Application

Within fourteen days of the issuance of a determination of a complete application, a notice of application shall be provided for Type I, II and III project permit applications in accordance with this section (RCW 36.70B.110.2), except that notice of application is not required for short subdivision applications involving minor engineering review as defined in SMC 17G.080.040(C)(2). The notice of application shall follow the public notice requirements contained in SMC 17G.060.110 through 17G.060.120. The notice of application may be combined with the notice of public hearing, if a hearing has been scheduled by notice of application. The date, time, place and type of hearing, SEPA determination and SEPA appeal deadline (using the optional DNS process) are required to be added to the notice of application if this provision is used (RCW 36.70B.110(2)(f)).

Section __. That SMC section 17G.060T.003 is amended to read as follows:

17G.060T.003 Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process

TABLE 17G.060-3 TYPE OF PUBLIC NOTICE REQUIRED / PROJECT PERMIT REVIEW PROCESS (Click here to view PDF)						
Project Permit Type	Notice of Community Meeting	Notice of Application	Notice of Public Hearing	Review Official	City Council Review	Expiration of Permit [1]
Building and Code Enforcement – Type I Application						
Building Permit	No	No	No	Building Official	No	180 days
Grading Permit	No	No	No	Building Official	No	180 days
Demolition Permit	No	No [5]	No [2]	Building Official	No	180 days
Building Permit with SEPA	No	Posted / Legal	No	Building Official	No	180 days

Grading Permit with SEPA	No	Posted / Legal	No	Building Official	No	180 days
Demolition Permit with SEPA	No	Posted / Legal [5]	No	Building Official	No	180 days
Planning Services – Type I Application						
Floodplain with SEPA	Posted / Individual	Posted / Individual	No	Planning Director	No	180 days
Planning Services – Type II Application						
Binding Site Plan	No	Posted / Individual	No	Planning Director	No	5 years
Certificate of Compliance	No	Posted / Individual	No	Planning Director	No	None
Conditional Use Permit	No [3]	Posted / Individual	No	Planning Director	No	3 years
Plans-in-lieu	No	Posted / Individual	No	Planning Director	No	3 years
Shoreline SDP	No	Posted / Individual	No	Planning Director	No	Must Comply with WAC 173-27-90
Short Plat with SEPA	No	Posted / Individual	No	Planning Director	No	5 years
<u>Short Plat with minor engineering review</u>	<u>No</u>	<u>No</u>	<u>No</u>	<u>Planning Director</u>	<u>No</u>	<u>5 years</u>
<u>Short Plat with SEPA exemption and standard engineering review</u>	<u>No</u>	<u>Individual</u>	<u>No</u>	<u>Planning Director</u>	<u>No</u>	<u>5 years</u>
Planning Services – Type III Application (Hearing Required)						
Certificate of Compliance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	None
Conditional Use Permit	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years

Floodplain Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
Long Plat	Posted / Individual	Posted / Individual	Newspaper / Posted / Individual	Hearing Examiner	No	5 years
Plans-in-lieu	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
PUD	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	5 years [4]
Rezone	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	3 years
Shoreline CUP	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90
Shoreline Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90
Skywalk	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	2 years
Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years

Notes:

[1] Approval expires after the specified time if no permit to develop the project is issued by the City of Spokane or building permit expires without completion of the improvements.

[2] Public Hearing is required if the structure is on the National Historic Register.

[3] Conditional Use Permits required under SMC 17C.110.110, Limited Use Standards for Religious Institutions and Schools, will complete posted/individual notification requirements for a Community Meeting.

[4] If a PUD is approved together with a preliminary plat, the expiration date for the PUD shall be the same as the expiration date of the preliminary plat.

[5] Applications for demolition permits for the demolition of an entire building or structure shall, in addition to any applicable requirements under chapter 43.21C RCW, be subject to a ten day review and comment period. This review and comment period shall run concurrently with any other applicable notice and comment period. Following receipt of such applications, copies shall be forwarded to the individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the building or structure is located, at the address for such neighborhood council designee(s) that is on file with the department. Any comments submitted to the department by the neighborhood council during this review and comment period shall be provided to the applicant prior to issuing the demolition permit.

Section __. That SMC section 17G.060.130 is amended to read as follows:

17G.060.130 Public Comment Period

- A. The public comment period for Type I, II, and III applications is fifteen days, except short subdivision applications with minor engineering review as provided in SMC 17G.080.040(C)(2) shall have no public comment period.
- B. The public comment period for a shoreline substantial development permit, shoreline conditional use, or shoreline variance shall be thirty days.
- C. The public comment period for a shoreline substantial development permit for limited utility extensions and bulkheads shall be twenty days (WAC 173-27-120).
- D. The longest public comment period shall prevail.

Section __. That SMC section 17G.080.040 is amended to read as follows:

17G.080.040 Short Subdivisions

- A. Predevelopment Meeting
A predevelopment meeting is required if the proposal is located in the central business district, unless waived by the director, and is recommended for all other proposals prior to submittal of the application. The purpose of a predevelopment meeting is to acquaint the applicant with the applicable provisions of this chapter, minimum submission requirements and other plans or regulations, which may impact the proposal.
- B. Preliminary Short Plat Application and Map Requirements
 - 1. Applications for approval of a preliminary short subdivision shall be filed with the director. All applications shall be submitted on forms provided for such purpose by the department. The director may waive specific submittal requirements determined to be unnecessary for review of the application. The application shall include the following:
 - a. The general application.
 - b. The supplemental application.
 - c. The environmental checklist, if required under chapter 17E.050 SMC.
 - d. Title report no older than thirty days from issuance from the title company.
 - e. The filing fees as required under chapter 8.02 SMC.
 - f. The required number of documents, plans or maps drawn to a minimum scale of one inch equals one hundred feet, on a sheet

twenty-four by thirty-six inches, as set forth in the application checklist.

- g. A written narrative identifying consistency with the applicable policies, regulations and criteria for approval of the permit requested; and
- h. Additional application information which may be requested by the permitting department and may include, but is not limited to, the following: geotechnical studies, hydrologic studies, critical area studies, noise studies, air quality studies, visual analysis and transportation impact studies.
- i. One copy of the predevelopment conference notes (if applicable); and
- j. One copy of the notification district map.

2. Contents of Preliminary Short Plat Map

The preliminary short plat shall be prepared by a land surveyor and shall show the following:

- a. Plat name and the name of any subdivision to be replatted.
- b. The name, mailing address and phone number of the owner and the person with whom official contact should be made regarding the application.
- c. Surveyor's name, mailing address and phone number.
- d. Legal description.
- e. Section, township and range.
- f. Vicinity map.
- g. North arrow, scale and date.
- h. Datum plane.
- i. Acreage.
- j. Number of lots and proposed density.
- k. Zoning designation.
- l. The boundary lines of the proposed subdivision.
- m. City limits and section lines.
- n. Park or open space (if proposed).
- o. Existing topography at two-foot maximum interval.
- p. The boundaries and approximate dimensions of all blocks and lots, together with the numbers proposed to be assigned each lot and block, and the dimensions, square footage and acreage of all proposed lots and tracts.
- q. Proposed names of streets.

- r. The location and widths of streets, alleys, rights-of-way, easements (both public and private), turn around and emergency access, parks and open spaces.
- s. Conditions of adjacent property, platted or unplatted, and if platted, giving the name of the subdivision. If the proposed short plat is the subdivision of a portion of an existing plat, the approximate lines of the existing plat are to be shown along with any and all recorded covenants and easements.
- t. The names and address of the record owners and taxpayers of each parcel adjoining the subdivision.
- u. Indicate any street grades in excess of eight percent.
- v. The location and, where ascertainable, sizes of all permanent buildings, wells, wellhead protection areas, sewage disposal systems, water courses, bodies of water, flood zones, culverts, bridges, structures, overhead and underground utilities, railroad lines, and other features existing upon, over or under the land proposed to be subdivided, and identifying any which are to be retained or removed.
- w. Proposed one-foot strips for right-of-way conveyed to the City, in cases where a proposed public street or alley abuts unplatted land.
- x. If a body of water forms the boundary of the plat, the ordinary high water mark as defined in chapter 90.58 RCW.
- y. Critical areas as defined in chapters 17E.020, 17E.030, 17E.070 and 17G.030 SMC.
- z. Significant historic, cultural or archaeological resources; and
- aa. If the proposal is located in an irrigation district, the irrigation district name.

C. Review of Preliminary Short Plat

- 1. The application shall be reviewed in accordance with the procedures set forth in chapter 17G.060 SMC for a Type II application, except an application that meets the requirements for minor engineering review as provided in subsection (2) of this section shall be excluded from the public notice requirements contained in SMC 17G.060.110 through 17G.060.120 and public comment period under SMC 17G.060.130.
- 2. Minor Engineering Review.
A preliminary short plat application may qualify for a minor engineering review if it meets all of the following conditions:
 - a. The application is categorically exempt from chapter 43.21C RCW (SEPA);

- b. There is direct water and sewer main lot frontage on an existing and improved public right-of-way;
- c. No extensions of public water, sewer, or other utility services will be needed;
- d. No public easements for water, sewer, or other utility service exists on the lot; and
- e. The lot is not situated in a Special Drainage District as defined in SMC 17D.060.130.

D. Public Notice

All public notice of the application shall be given in accordance with the procedures set forth in chapter 17G.060 SMC for a Type II application, except a short plat that meets the requirements for minor engineering review as provided in subsection (C)(2) of this section shall not require a notice of application.

E. Preliminary Short Plat Approval Criteria

Prior to approval of a short plat application, the director shall find the application to be in the public use and interest, conform to applicable land use controls and the comprehensive plan of the City, and the approval criteria set forth in chapter 17G.060 SMC. The director has the authority to approve or disapprove a proposed preliminary short plat under the provisions of this chapter, subject to appeal as provided in chapters 17F.050 and 17G.060 SMC.

F. Final Short Plat Review Procedure

1. The subdivider shall submit to the director for review the following:
 - a. A final short plat, prepared by a registered land surveyor licensed in the state of Washington, consistent with the approved preliminary short plat.
 - b. A title report less than thirty days old confirming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication.
 - c. Covenants, conditions and restrictions, if applicable; and
 - d. Fees pursuant to chapter 8.02 SMC.
2. Within thirty days, unless the applicant has consented to a longer period of time, of receipt of a proposed final short plat, the director shall review the plat for conformance with all conditions of the preliminary short plat approval, the requirements of this chapter and that arrangements have been made to insure the construction of required improvements. If all such conditions are met, the director shall approve the final short plat and authorize the recording of the plat. If all conditions are not met, the director shall provide the applicant in writing a statement of the necessary changes to bring the final short plat into conformance with the conditions.

- a. If the final short plat is required to be resubmitted, the subdivider is required to provide the following:
 - b. A cover letter addressing the corrections, additions or modifications required.
 - c. Title report no older than thirty days from issuance of a title company conforming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication; and
 - d. The required number of copies of the corrected final short plat map.
3. If the final short plat is approved, the surveyor causes the plat to be signed by the Spokane county treasurer and file of record with the Spokane county auditor. The surveyor is required to file the appropriate number of mylar and bond copies of the recorded short plat with the director.

G. Final Short Plat Map Requirements

The subdivider shall submit to the director a final short plat in the same form and with the same content as the preliminary short plat, as provided in subsections (B)(1) and (2) of this section, with the following exceptions or additional requirements:

1. A final short plat shall contain all the information required of the preliminary plat, except the following:
 - a. Show existing buildings.
 - b. Show existing utility lines and underground structures.
 - c. Show the topographical elevations; or
 - d. Contain the names and addresses of adjoining landowners.
2. The final short plat shall include the following:
 - a. Surveyor's certificate, stamp, date and signature, as follows:

The following land surveyor's certificate to be shown on each sheet of the plat: "I, _____ registered land surveyor, hereby certify the plat of _____, as shown hereon, is based upon actual field survey of the land described and that all angles, distances, and courses are correctly shown and that all non fronting lot corners are set as shown on the plat. Monuments and fronting lot corners shall be set upon completion of the utility and street improvements.

Signed _____ (Seal)"
 - b. A certification by the city treasurer, as applicable:
 - i. "I hereby certify that the land described by this plat, as of the date of this certification, is not subject to any local improvement assessments. Examined and approved, this _____ day of _____, 20__.

City of Spokane Treasurer”

- ii. “I hereby certify that the land described by this plat, as of the date of this certificate, is not subject to any delinquent local improvement assessment. Future installments, if any, shall remain due and payable and it shall be the responsibility of the owners to initiate the segregation of the LID assessment. Examined and approved, this ____ day of _____, 20__.

City of Spokane Treasurer”

- iii. “A preliminary local improvement assessment exists against this property. It shall be the responsibility of the owner’s to initiate the segregation of the LID assessment. After this assessment is finalized, it shall be due and payable. Examined and approved this ____ day of _____, 20__.

City of Spokane Treasurer”

- c. The certification by the planning director, as follows:
“This plat has been reviewed on this ____ day of _____, 20__ and is found to be in full compliance with all the conditions of approval stipulated in the Hearing Examiner’s/Planning Director’s approval of the preliminary plat # - -PP/SP.

City of Spokane Planning Director”

- d. The certification by the city engineer, as follows:
“Approved as to compliance with the survey data, the design of public works and provisions made for constructing the improvements and permanent control monuments this ____ day of _____, 20__.

City of Spokane Engineer”

- e. The certification by the Spokane county treasurer, as follows:
“I hereby certify that the land described in this plat, as of the date of this certification, is not subject to any outstanding fees or assessments. Examined and approved ____ day of _____, 20__.

Spokane County Treasurer”

- f. The certification by the Spokane county auditor on each page of the final short plat including the time, date, book and page number of the recording of the final mylar.

- g. Signature of every owner certifying that:
 - i. the plat is made with the free consent and in accordance with the desires of the owners of the land;
 - ii. the owners are the owners of the property and the only parties having interest in the land and is not encumbered by any delinquent taxes or assessments;
 - iii. the owners adopt the plan of lots, blocks and streets shown;
 - iv. owner dedicates to the City and the City's permittees the easements shown for utilities and cable television purposes;
 - v. owner dedicates to the City the streets, alleys and other public places, including slope and construction easements and waives all claims for damages against any governmental authority including, without limitation, the City which may be occasioned to the adjacent land by the establishment, construction, drainage and maintenance of any public way so dedicated; and
 - vi. owner conveys to the City as general City property the buffer strips adjoining unplatted property.
- h. The drawing shall:
 - i. be a legibly drawn, printed or reproduced permanent map;
 - ii. if more than one sheet is required, each sheet shall show sheet numbers for the total sheets;
 - iii. have margins that comply with the standards of the Spokane county auditor;
 - iv. show in dashed lines the existing plat being replatted, if applicable;
 - v. show monuments in accordance with SMC 17G.080.020(H)(1);
 - vi. include any other information required by the conditions of approval; and
 - vii. include any special statements of approval required from governmental agencies, including those pertaining to flood hazard areas, shorelines, critical areas and connections to adjacent state highways.

H. Filing.

Once the final plat has been reviewed, approved and signed by the applicable departments, the applicant shall file the final short plat with the county auditor within ten days of approval. No permits shall be issued for a proposed lot until the required conformed copies of the short plat have been submitted to the planning services department.

I. Redivision.

No land within the boundaries of a short subdivision may be further divided in any manner which will create additional lots within a period of five years except by subdivision in accordance with SMC 17G.080.050.



NONPROJECT DETERMINATION OF NONSIGNIFICANCE

FILE NO(s): Shaping Spokane Housing – Residential Development Code Revisions

PROPONENT: City of Spokane

DESCRIPTION OF PROPOSAL:

Following adoption of the [Spokane Housing Action Plan](#) (Res. 2021-0062), the City has initiated a series of text amendments that enact Housing Action Plan strategies to encourage construction of more housing, and increase affordability and housing variety. These amendments are being adopted in order to implement the Legislature's recommended actions outlined by [RCW 36.70A.600\(1\)](#) in order to increase residential building capacity. Per the provisions of RCW 43.21C.495 State Environmental Policy, this action is not subject to administrative or judicial appeals, as this action is taken expressly to implement provisions of RCW 36.70A.600 "Increasing residential building capacity."

This proposal will amend Spokane Municipal Code (SMC): Section 17C.110.200, Lot Size, and 17C.110.225, Accessory Structures; and Chapter 17C.300, Accessory Dwelling Units, specifically Sections 17C.300.100, 17C.300.110, 17C.300.120, 17C.300.130, and 17C.300.140. Additional amendments are being made to short plat notification requirements revising Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040; which are procedurally exempt from SEPA review per WAC 197-11-800(19). The exact amendments to the code are available online at the following address: [ShapingSpokaneHousing.com](#).

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: This proposal has a City-wide impact

LEAD AGENCY: City of Spokane

DETERMINATION:

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 upon 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.
- ☒ This DNS is issued under 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 12:00 p.m. on May 11, 2022 if they are intended to alter the DNS.**



Responsible Official: Spencer Gardner

Position/Title: Director, Planning Services

Address: 808 W. Spokane Falls Blvd., Spokane, WA 99201

Phone: 509-625-6097

Date Issued: April 25, 2022

Signature: _____

A handwritten signature in blue ink, appearing to read "Spencer Gardner", written over a horizontal line.

APPEAL OF THIS DETERMINATION:

Per the provisions of RCW 43.21C.495 State Environmental Policy, **this action is not subject to administrative or judicial appeals**, as this action is taken expressly to implement provisions of RCW 36.70A.600 "Increasing residential building capacity." RCW 43.21C.495 states that amendments to development regulations or comprehensive plans to implement certain portions of RCW 36.70A.600 may not be appealed.

Date	Name/Event
11/10/2021	Plan Commission workshop
11/11/2020	City Council study session
11/18/2021	Land Use Committee of the Community Assembly
12/8/2021	Plan Commission workshop
12/17 & 12/22/2021	Winter Market at Riverfront Park (approximately 120 visitors)
1/6/2022	Community Assembly
1/12/2022	Plan Commission workshop
1/18/2022	Lincoln Heights Neighborhood Council
1/25/2022	Virtual Open House #1 – 29 participants
1/26/2022	Plan Commission workshop
1/27/2022	Virtual Open House #2 – 35 participants
2/9/2022	Plan Commission workshop
2/10/2022	City Council study session
2/17/2022	Land Use Committee of the Community Assembly
2/23/2022	Plan Commission workshop
3/9/2022	Plan Commission workshop
3/23/2022	Plan Commission workshop
4/6, 4/13, 4/20, 4/27/2022	Spring Market at Riverfront Park (approximately 190 visitors)
4/12/2022	University District Development Committee
4/12/2022	West Hills Neighborhood Council
4/13/2022	Plan Commission workshop
4/21/2022	Land Use Committee of the Community Assembly
4/27/2022	Plan Commission workshop
5/05/2022	City Council study session
5/05/2022	Community Assembly

Comment Log and Public Comments

Substantive Public Comments Received - Updated 05/11/2022

	Date	Name	Topic(s)	Page
1	1/14/2022	Todd Sullivan	ADU size, ADU parking, Short-term rentals	3
2	1/20/2022	Ann Wick	ADU roof and material, ADU parking	5
3	1/20/2022	Hype Beast	Code & zoning changes for housing, Other	6
4	1/25/2022	Conor Muirhead	ADU size, ADU parking	11
5	1/27/2022	Vic Plese	Code changes for housing	13
6	1/28/2022	Sally Phillips	ADU parking	15
7	2/6/2022	Toni Sharkey	Code changes for housing, Duplexes	20
8	2/18/2022	Toni Sharkey	SEPA, Short-term rentals, Duplexes, Attached Homes	17
9	2/20/2022	Jim Frank	ADU size, ADU parking, ADU occupancy, Lot Size Transition	22
10	2/22/2022	Craig Hunt	Short-term rentals	26
11	2/27/2022	Jordan Brown	ADU occupancy	27
12	3/3/2022	Paul Knowles	ADUs, ADU occupancy	28
13	3/12/2022	Jeannie Robinson	ADUs, ADA accessibility	29
14	3/14/2022	Brad Harland	ADU occupancy	30
15	3/15/2022	Shari Mcevoy	ADUs, ADU occupancy	32
16	3/17/2022	Kate Bitz	Attached Homes, Duplexes	33
17	3/17/2022	Cheri Loveland	SEPA	34
18	3/22/2022	Zach Widmer	ADUs, Short-term rentals, ADU parking	35
19	3/24/2022	Diane Benson	Duplexes, Other	37
20	3/24/2022	Evelyn Popejoy	Short-term Rentals, Code changes for housing	38
21	4/6/2022	Barbara Morrissey	Code changes for housing	39
22	4/6/2022	Tracy Parks	Other	40
23	4/6/2022	John Schram	Short-term rentals, Duplexes, Attached Homes	42-46
24	4/9/2022	Brikjames	Code changes for housing	47
25	4/11/2022	Mary Winkes	ADU parking	49
26	4/14/2022	Phyllis Holmes	Short plat notification	50
27	4/14/2022	Nancy Sazama	Short plat notification, SEPA	52
28	4/15/2022	Robyn Hoffenberg	Short plat notification, SEPA	54
29	4/15/2022	Candace Smallfoot	Short plat notification, SEPA	57
30	4/15/2022	Kevin Stevens	Short plat notification, SEPA	60

Comment Log and Public Comments

31	4/15/2022	Dick Thiel	Short plat notification, SEPA	64
32	4/16/2022	Karen Carlberg	Short plat notification, SEPA	65-68
33	4/18/2022	Mellisa Donaldson	Short plat notification, SEPA	69
34	4/20/2022	Carmela Conroy	ADU	72
35	4/21/2022	Ryan Hughes	ADU	74
36	4/21/2022	Will Maupin	General Phase 1 Code Topics	75
37	4/21/2022	Mariah McKay	ADU	77-81
38	4/22/2022	Liza Mattana	ADU, Attached Homes, Duplex	82
39	4/22/2022	Alice Galeotti	ADU	83
40	4/22/2022	Darin Watkins	General Phase 1 Code Topics	85
41	4/22/2022	Gene Brake	ADU, STR, Duplex	87
42	4/25/2022	Ben Stuckart (SLIHC)	ADU, Short plat notification, SEPA	89
43	4/26/2022	Carol Tomsic	Duplexes, Attached Homes, Short plat notification	90
44	4/28/2022	Gene Brake	General Phase 1 Code Topics	92
45	5/3/2022	Spokane Regional Continuum of Care	ADU, Short plat notification, SEPA	93
46	5/4/2022	Jim Frank	Lot Size Transition, Short Plat notification, ADU	94
47	5/4/2022	Darin Watkins	Lot Size Transition, Short Plat notification, ADU	99
Received after May 11 Plan Commission packet was posted on 5/4/2022				
48	5/10/2022	Carol Tomsic	Lot Size Transition	104
49	5/11/2022	Matt Side	Attached Homes, Duplexes, ADUs	105

Beck, Amanda

From: Planning Services Development Code
Sent: Friday, January 21, 2022 3:45 PM
To: Todd Sullivan
Subject: RE: ADU Comments from a Home Builder

Hi Todd,

Thank you for providing public comment concerning the proposed revisions to ADU regulations. This is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing. We really appreciate your insightful and informed comments- in our research we've noticed that trend to increase the size for an ADU.

We are still exploring the range of code alternatives for accessory dwelling units. Plan Commission has another workshop to discuss this as well as duplexes, attached homes, and lot size transitions at their January 26th meeting that begins at 2:00 pm. If you're able or interested in attending, [the agenda](#) has the Webex login information. If not, it will be uploaded to the City's [Vimeo](#) soon after the meeting.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Todd Sullivan <toddsull@live.com>
Sent: Friday, January 14, 2022 9:19 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADU Comments from a Home Builder

[CAUTION - EXTERNAL EMAIL - Verify Sender]

As a home builder in the Spokane, Coeur d'Alene and Hayden region, we have been designing proposed ADU's in the Kootenai County for the last 2 years.

My recommendations that stem from my experience in Kootenai is as follows:

- Increase ADU size to 1,000. This provides an ADU with 2 bedrooms and 1 bathroom. Our typical ADU design will have on bedroom acting as an office.
- Require the ADU to match the primary home roof system. This will minimize chaotic design and integrate better with the property and neighborhood. If not, you will have shed roof ADU's as it's cheap to build and the result will be sheds in the backyard.
 - Drive around Coeur d'Alene and look at all the ADU's that are negatively impact the aesthetics of the neighborhood.
- Require 1 parking spot on the property. This is important as the ADU will likely become a rental or unit for family. Parking on-street creates havoc and congestion.
- Short term rentals are an issue. Coeur d'Alene has numerous ADU's for the AirBnB market. In the summer, it becomes hectic with parties, crowds, etc. The owners use the ADU's as additional revenue sources. An ADU

within walking distance to the lake can produce \$75,000 plus in revenue per year if properly managed. I don't have an opinion if that should be a factor, but it's important to understand.

If interested, I'm always available for comment and discussion.

Thanks,
Todd Sullivan
Sullivan Homes
(208) 755-1017
todd@sullivanhomespnw.com

Sent from [Mail](#) for Windows

Beck, Amanda

From: Planning Services Development Code
Sent: Friday, January 21, 2022 3:19 PM
To: ANN Wick
Subject: RE: ADU housing

Hi Ann,

Thank you for providing public comment concerning the proposed revisions to ADU regulations. This is now part of the public record for the project, and will be shared with the Plan Commission for the public hearing once that is scheduled.

We are still exploring the range of code alternatives for accessory dwelling units. Plan Commission has another workshop to discuss this as well as duplexes, attached homes, and lot size transitions at their January 26th meeting that begins at 2:00 pm. If you're able or interested in attending, [the agenda](#) has the Webex login information. If not, it will be uploaded to the City's [Vimeo](#) soon after the meeting.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: ANN Wick <TWNANDCNTRY@msn.com>
Sent: Thursday, January 20, 2022 10:07 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADU housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I do not believe allowing different styles and different roof pitches would be a good idea for neighborhoods. It would definitely not allow for neighborhood continuity. In addition by not requiring parking the already overcrowded streets would be worse.

Ann Wick

Sent from [Mail](#) for Windows

Beck, Amanda

From: Beck, Amanda
Sent: Friday, January 21, 2022 3:41 PM
To: tmbssoe@gmail.com
Subject: Re: Shaping Spokane Housing Update

Good afternoon,

Thank you for providing public comment concerning the residential development code changes proposed under the Shaping Spokane Housing project. These comments have been added to the public record, and will be shared with the Plan Commission at public hearing.

The seven code changes under consideration are possible within the current Comprehensive Plan framework- they would not require amending things like density, land use categories, or the land use map. Some of your detailed suggestions would require code amendments in conjunction with changes to the Comprehensive Plan, which is the action the City will be taking in the second phase of changes. You are welcome and encouraged to reach out to your City Council Member to discuss these ideas as well, as they consider and collaborate with staff on setting the Plan Commission's work program each year.

We're still working through code alternatives with the Plan Commission. They will be further discussing accessory dwelling units, duplexes, attached homes, and lot size transitions at their January 26th meeting that starts at 2:00 pm. The [agenda](#) has the Webex login information if you are able or interested in attending, and the video will be posted to the City's [Vimeo](#) account soon after the workshop. Several of the other workshops with Plan Commission discussing these code amendments are available online now.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Hype Beast <tmbssoe@gmail.com>
Date: January 20, 2022 at 6:25:58 PM PST
To: "Davis, Kirstin" <kdavis@spokanecity.org>
Subject: Re: Shaping Spokane Housing Update

[CAUTION - EXTERNAL EMAIL - Verify Sender]
 k.

Hello, I get and read all the e-mails that you send me. If the city really wants to help development the below items are great but that not your pinch point.

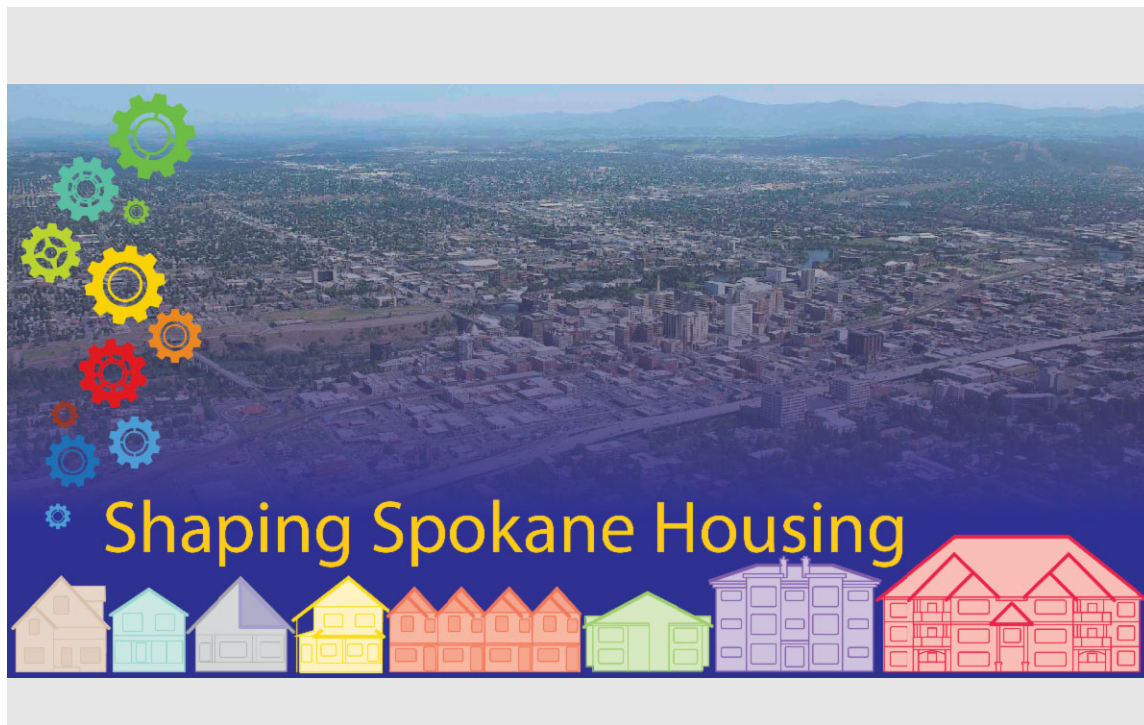
Your pinch point are as follows:

1. Stormwater systems, not being allow to count as open space, or to be used as the 44sf per unit area. People don't typical do stuff outside in bad or cold weather. So the rest of the time it should be an acceptable area to recreate in.

2. Update your Zoning in the City. High density zone should follow your center a corridor codes, but it really they don't on the south by target you have RSF they between apartments in the county and C2-DC that should RMF. Where there is a school you should have more RMF ground as that is a center by the cities definition. Down by Inland Empire that whole area should be a center and corridor as it is it's own community. Out by Geiger and Sunset Blvd the large area of RSF should be RMF as it is difficult ground between two commercial zones.
3. The City should contemplate extending Barnes road down to pine meadow road you have plans on file to do this. This would fix traffic problems in this area.
4. The area around Salk Middle school and the Indian trail shopping center should be a center and corridor just based on traffic alone.
5. Holy Cross Cemetery should be rezoned to RMF, as it is an adjacent to a large shopping area per the centers and corridor code.
6. Garlands RTF zone should be RMF so that, that area can better support local business by having more population.
7. STA, should only focus on major roads and have short wait times and not have a route every where with horrible wait and transit times. Please note that those bus destroy road are exempt from having the correct number of axials per law based on their vehicle weight.
8. The area east of Esmeralda Gold course should be RMF as it impacts no RSF

Hype Beast

From: City of Spokane Planning <kdavis@spokanecity.org>



Duplexes in Residential Single Family Zone
Expand the permitted zoning districts and lot types, update design standards to integrate with neighborhood character.

Dear Community Member,

You are receiving this email because you have shown interest in the Housing Action Plan and requested information about housing topics. The 2021 [Housing Action Plan](#) provided several recommendations and the City planning department has organized them in phases for completion to address the housing crisis.



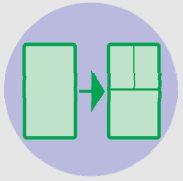
Accessory Dwelling Units

Increase flexibility of development and design standards for Accessory Dwelling Units (ADU).



Attached Housing

Encourage infill development, update development and design standards to integrate with neighborhood character.



Short Plat Application Process

Reduce or streamline the notification and commenting requirements.



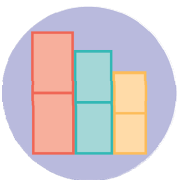
Short Term Rentals

Expand allowable zones to enable licensing compliance.



Environmental Review Thresholds

Adopt exemption levels as permitted in WAC 197-11-800 to streamline permitting processes, add standards for discovery of historic artifacts.



Lot Size Transition Requirements

Clarify development regulations, and provide additional flexibility for natural topography or critical areas.

Learn More and Ask Questions at a Virtual Open House!

Two virtual public open houses have been scheduled to share information and gather input on the proposals. The City is offering two sessions online and by phone over the Webex meeting platform. Both open house sessions will feature the same content.

VIRTUAL OPEN HOUSE AGENDA

- **Introduction to Residential Development Code Amendment Process** (10 minutes)
- **Accessory Dwelling Units, Duplexes in More Areas, Attached Housing and Lot Size Transition** (10 minutes)
- **Q&A** (30 minutes)
- **Short Subdivisions, Short-Term Rentals, Environmental Review Thresholds** (10 minutes)
- **Q&A** (30 minutes)

Tuesday, Jan. 25
12-1:30 p.m.
Registration

Thursday, Jan. 27
4-5:30 p.m.
Registration

We want your feedback!

You can **review a description of each proposal on the [project webpage](#)**, which will be updated as the draft revisions evolve.

- **Provide written comment in email to DevelopmentCode@spokanecity.org**. This email list will be notified regarding additional opportunities for participation.
- **Sign up for email updates and announcements [here](#).**

Plan Commission Workshops

Additionally, two City Plan Commission workshops have been scheduled to review possible revisions to the code. Public hearings have not been scheduled at this time. Please visit the [Plan Commission webpage](#) to view the Agendas, which contain packet material available for review and instructions for joining the virtual meetings:

- Wednesday, Jan. 12
- Topics: Short Subdivisions up to 9 Lots, Short-Term Rentals, and Environmental Review Thresholds (Minutes will be posted on the webpage soon.)
- Wednesday, Jan. 26 starting at 2:00 PM
- Topics: Accessory Dwelling Units, Duplexes, Attached Housing, and Lot Size Transition Requirements

You are receiving this email because you signed up via the [Spokane Housing Action Plan website](#), 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 announcements](#) about this project. To unsubscribe, please email developmentcode@spokanecity.org.



[Unsubscribe ewhipple@whipplece.com](mailto:ewhipple@whipplece.com)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by kdavis@spokanecity.org powered by



Beck, Amanda

From: Beck, Amanda
Sent: Friday, January 28, 2022 10:59 AM
To: Conor Muirhead
Subject: Re: Comment on ADU changes

Hi Connor,

Thank you for providing public comment concerning the proposed revisions to ADU regulations. This is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing. We really appreciate your comments- in our research we've noticed a trend to increase the size for an ADU.

It's not up on our [project webpage](#) just yet, but this week the Plan Commission heard from our consultant on proposals around ADU changes, one of them being to increase the detached ADU size from 600 to 800 square feet. We're also looking at allowing for a floor area ratio bonus that would hopefully help encourage ADU construction as well, in addition to relaxing parking requirements. The recording of the Plan Commission workshop should be uploaded soon, so check back in case you would like to watch it!

If you were able to attend the open house Thursday you might have seen/heard there are people on both sides of the issue concerning parking- some with concerns that it shouldn't be relaxed, and others who see parking requirements as discouraging ADU construction. Your comments on the matter are appreciated.

Thank you,
 Amanda



Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



This email is subject to Washington State Public Records Act, Chapter 42.56 RCW, and may therefore be subject to public disclosure.

-----Original Message-----

From: Conor Muirhead muirheadc@gmail.com
Sent: Tuesday, January 25, 2022 10:47 PM
To: Planning Services Development Code erapsdc@spokanecity.org
Subject: Comment on ADU changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi there,

I just wanted to take a minute to let you all know that I'm very happy you're considering changes around ADU codes, and wanted to emphasize a couple aspects that I hope you'll include in the changes.

Foremost, my hope is that you'll allow for something like a 2-unit ADU to be built in a backyard. At 600 sq. ft each, this could still be done reasonably well on a larger lot.

Second, I hope you'll increase the allowed square footage for detached ADUs, if I'm going through the effort to build a new structure, I'd like it to be large enough to be able to provide a good return on my investment.

Third, I hope that parking requirements will be eased, given that my area utilizes very little street parking, and having some cars on the street feels very reasonable.

Thanks for working on this project, I'm hopeful that we'll be able to make Spokane housing more accessible as a result.

Best,
-Conor Muirhead

Gwinn, Nathan

From: Beck, Amanda
Sent: Friday, January 28, 2022 12:40 PM
To: Vic Plese; Gwinn, Nathan
Subject: RE: Virtual open house - Code Amendments

Hi Vic,

Thank you for attending the Thursday open house for the residential code initiative concerning [Shaping Spokane Housing](#).

We recorded both open house sessions (2nd one will be up on our webpage soon), as well as several past presentations. If you're interested, I highly recommend viewing the Plan Commission workshop from January 12, where we discuss permit processes. The January 26 Plan Commission workshop discussing ADUs/duplexes/etc. from this week will be uploaded to the project page soon- definitely check them out if you have a chance.

If you would like to provide public comment on the project as a whole, or specific code amendments, we would welcome your comments. Please feel free to send those to either Nate or me. Similarly, please encourage other city residents or professionals you know to do the same!

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Vic Plese <Vic@plese.com>
Sent: Thursday, January 27, 2022 5:21 PM
To: Gwinn, Nathan <ngwinn@spokanecity.org>
Cc: Beck, Amanda <abeck@spokanecity.org>
Subject: Virtual open house - Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Nathan & Amanda,

Thanks so much for your time working on this - we really need as many options as we can get with the housing shortage. I know I will have clients ask me about these changes so I wanted to have as much info as possible. I'm sorry I was multitasking during the meeting and I had people installing carpet in my office (UGGH) otherwise I would have had my video on. Hate to be rude I mainly wanted to listen. Let me know if I can help anytime if you need Realtor or developer input.

Have a great night....

Vic

Vic Plese, SRES

Selling Spokane for 33 years
Licensed in WA & ID
Managing Broker,
PLESE REALTY LLC
Family owned and operated since 1958
201 West Francis Ave
Spokane, WA 99205
e-mail vic@plese.com

WWW.PLESE.COM

509-217-7889 cell
509-489-2323 office
509-466-4677 residence
509-489-3333 fax
888-450-2323 toll free

NEW HOMES * EXISTING HOMES *** COMMERCIAL SALES**
LAND DEVELOPMENT * LEASING *** NOTARY PUBLIC**

From: [Planning Services Development Code](#)
To: [Sally Phillips](#)
Subject: RE: Housing code changes - one more comment
Date: Friday, January 28, 2022 12:33:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Sally,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). This is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

We're glad to hear that both presentations were useful! Except for the Plan Commission workshop that happened Wednesday this week, all of our past presentations are on the project webpage if you want to see us discuss items in more detail. Nate and I went into more detail with Plan Commission on January 12 about permit processes, and into more detail about ADUs/duplexes/etc. at their January 26 meeting. The video for the meeting on the 26th will be uploaded to the webpage soon, definitely check it out if you're interested.

As I'm sure you saw/heard at the open house on Thursday, there are people on both sides of the issue concerning parking- some with concerns that it shouldn't be relaxed, and others who see parking requirements as discouraging ADU construction. We're trying to balance not building to park cars, as you say, but also not creating parking issues- it's can be tricky to strike the correct balance. Your comments on the matter are appreciated.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Sally Phillips <phillips1948@comcast.net>
Sent: Friday, January 28, 2022 10:44 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Housing code changes - one more comment

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I attended your presentation yesterday on the proposed housing code changes.

Thanks for offering the presentation. I also received a briefer version at the Lincoln Heights Neighborhood Council meeting and found both helpful. It was particularly nice to have the slides with prompting questions for us attendees.

This is only one vote, but I would like you to know that I support reducing the parking requirement in developments. I am more interested in housing people than cars. I assume the plan where on-site parking is reduced is that people will park on the street. I am OK with that, but it would put more pressure on curbside parking. It seems like people feel very proprietary about curb space in front of their home, thinking (I believe erroneously) that it belongs to them. How you change that attitude, I don't know.

Again, nice job on the presentation.

Sally Phillips

Gwinn, Nathan

From: Gwinn, Nathan
Sent: Tuesday, February 22, 2022 4:59 PM
To: 'Antonia DePasquale'
Subject: RE: Housing Ordinance

Good afternoon Toni,

Thanks for your comments. I will combine this with the others and add to the record for the file.

Yes, the Council could ultimately choose to adopt all or part of the amendments. Yes, please send the link.

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Antonia DePasquale <depasquale5@yahoo.com>
Sent: Friday, February 18, 2022 8:56 PM
To: Gwinn, Nathan <ngwinn@spokanecity.org>
Subject: Re: Housing Ordinance

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good evening Nate, I was trying to be more supportive and open minded about the ordinance last night. The city of Spokane SEPA notifications are so transparent to the citizens, it is refreshing. In the valley notifications are the size of a piece of paper or found in the newspaper, so there are a lot of folks upset that there are so many apartments that happen so quick there.

Short term rentals folks hate them and they hate him with a passion, well 80% do, the 10-20% that are making a cash love them.

Is that piece of the ordinance to get a little more accountability, so we can do a moratorium or a reduction? At Friday Harbor (is where we are at right now ;-) there's a moratorium on them and they have to give a pretty high percentage to the San Juan Island Land Trust.

So when Council votes, can they vote on certain pieces of the ordinance? Because there are some pieces that I do support, having more housing opportunities for home ownership. And the parking in back I like! Less curb cuts so we can add more trees & green, I like!

I printed this out a couple months back, you may want to change the language highlighted, it makes it seem like duplexes are only rentals.

Making sure that you're in the know about the legislation Andy Billig is working on about developing on undeveloped space? If not, I can send you a link? We could add 40,000 residents to our downtown if there were more developments: high rise condo, retail, apartments, townhomes penthouse OK too!

Nov. 10, and joint Study Session with City Council on Thursday, Nov. 11.

The Housing Action Plan identified potential first steps necessary to address housing affordability. Following any code revisions, **residents could see new types of housing in their neighborhoods**. For example, one recommendation that could be included is the introduction of small-scale duplex development in areas where single-family houses are more common. A duplex is a building that contains primary homes for two families living independently on a single lot. Additional duplex development would give renters more housing options, increasing overall supply in the community. However, in allowing additional duplex development as part of this first phase of code changes, design standards and neighborhood compatibility will be taken into consideration.

In many established neighborhoods, the City expects little physical change on any given block. But on a larger scale and in growing neighborhoods, **the ability for additional owners or developers to choose to build duplexes, accessory dwelling units, and attached housing is part of a coordinated strategy to provide greater relief and economic opportunity** to residents facing

Sent from my iPhone

On Feb 9, 2022, at 1:47 PM, Gwinn, Nathan <ngwinn@spokanecity.org> wrote:

Good afternoon Toni,

Thanks for your message. I will add it to the public record for the file.

To respond to the question you asked about encouraging ownership, yes, the proposals are designed to work to provide more options for all incomes and both homeownership and rental tenancies. For example, the attached housing (townhouse) proposals involve the possibility of separate fee-simple ownership. Allowing more than two attached houses with a common wall, and potentially smaller attached houses, could be introduced together with the changes to allow duplexes in additional locations, advancing more ownership options for that kind of housing in all neighborhoods.

I am also looking forward to the discussion at the Land Use Committee next week.

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Antonia DePasquale <depasquale5@yahoo.com>

Sent: Sunday, February 6, 2022 2:43 PM

To: Gunderson, Dean <dgunderson@spokanecity.org>; Gwinn, Nathan <ngwinn@spokanecity.org>; Beggs, Breean <bbeggs@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>; Greg Francis <gfrancis1965@yahoo.com>; Robert Flowers <mr_mouse@comcast.net>; Tanya Starkel <tanya@avenuestonerealestate.com>

Subject: Housing Ordinance

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good Afternoon Council Members, President and interested parties. I hope all had a nice weekend.

In meeting with RNC, members last week, I received a couple follow up e-mails. We have a few concerns about the new proposed housing and infill ordinance:

We all know we need housing, but home/condo/duplex Ownership (not just a rental market) is critical for any community to thrive and get ahead.

Nate, are there any pieces in the ordinance that encourage home ownership (not just rentals)? I also look forward to hearing about the Design Standards proposed at Land Use meeting next Thursday, thank you for coming.

Personally, I am not interested in an ordinance that makes a few rental market investors from Wall Street richer (see link) and I ask that my Council members and President look into this aspect as well, thank you.

<https://youtu.be/cOEZ2Csxxu8>

Thank you for listening,
Toni Sharkey

Sent from my iPhone

From: [Gardner, Spencer](#)
To: [Churchill, Jackie](#)
Cc: [Black, Tirrell](#); [Gwinn, Nathan](#); [Beck, Amanda](#)
Subject: FW: Comments of Housing Code Amendments
Date: Tuesday, February 22, 2022 3:13:57 PM
Attachments: [Transition and ADU Code Comments.docx](#)
[Housing Comments Cover Letter.docx](#)

See below and attached for comments from Jim Frank.

Jackie: Can you make sure these are entered into the record for Plan Commission and distributed as appropriate?
Thanks!

Spencer Gardner | Director | Planning Services
Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

-----Original Message-----

From: Jim Frank <jfrank@greenstonehomes.com>
Sent: Sunday, February 20, 2022 4:13 PM
To: Gardner, Spencer <sgardner@spokanecity.org>
Cc: MacDonald, Steven <smacdonald@spokanecity.org>
Subject: Comments of Housing Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Spencer,

I have attached my comments to the two code sections being addressed by the Plan Commission on Wednesday along with a cover letter to the Commission. I would ask that this be made part of the record.

I know that you are just getting your feet on the ground and have not had the opportunity to dig into much of the housing issues yet. We are only going to get one chance to get the needed changes right. This will be incremental, but when a code review does arise we have to make sure we get it right. The options being presented to the Plan Commission regarding ADUs fall very short of what will be needed for this to be a viable housing option.

Thanks, Jim



February 20, 2022

Planning Commission
City of Spokane

Re: Housing Code Amendments

Planning Commission Members:

The City of Spokane and the metropolitan region are facing a housing crisis. Housing issues have been raised and discussed in many forums over the past several years. Regrettably no action has been taken, so it is encouraging that some code changes are beginning to come forward. We must not lose sight of the inequality created by the rapidly rising homes costs. Those that own a home have received windfall profits and significant wealth creation. Those that do not have become locked out of home ownership and struggle to pay rising rents. This is the price we pay for not allowing a wide range of homes sufficient to meet the needs of the people living in our community. This is sadly well documented in the recent NYT article on the Spokane housing market and the families it has impacted.

I have attached comments on the first two code changes being brought forward regarding the “transition” lot rule and the ADU standards. These are both very important, but only the beginning of the changes that are necessary. Economic and housing diversity is at the heart of what make strong and resilient neighborhoods.

The proposed ADU standards fall far short of what is necessary to encourage this as the significant housing option it can become. The important word here is “encourage”. Our housing development code must do more than permit a wide range of housing options, they must be “encouraged” by the development code so that investment is stimulated and an industry form around them.

Sincerely,

Jim Frank

Transition Lot Rules

SMC 17C.110.200

This code section is highly discriminatory, favoring wealthy families on large lots at the expense of middle and low income families. The impact of this code section can be devastating in the way it limits infill development. The Garden District PUD proposed to develop 60 small cottage homes on lots of about 3000 SF. As a result of this code section Greenstone was forced to develop 30 lots of about 7500 SF. The result is fewer very high-priced homes rather than twice as many modestly priced small homes.

No other jurisdiction in the region has a comparable provision. Because economic inequality leads to racial inequality, this code section is a likely violation of the Fair Housing Act.

Option 1, the complete deletion of this code section is the only acceptable option. The option to merely eliminate lots across a ROW is not acceptable. Rear lot line parcels are a significant problem, as they were in the Garden District case.

Accessory Dwelling Units (ADU)

The proposed amendments to the ADU codes sections do not go nearly far enough to “encourage” the development of ADU units. Brent Todarian, the former Planning Director for the City of Vancouver BC, visited Spokane and reviewed Spokane’s ADU codes. He concluded that the rules were so restrictive they would prevent any significant ADU development. This is exactly what happened. He stated at a meeting with planning staff: “It is not sufficient to merely permit desired housing types, they must be encouraged by development regulations”. The code must provide enough flexibility that investment is encouraged and an industry is able to form around the product. Here are the changes that we feel are necessary:

1. There should be no ADU permit required and no permit notice recorded on title. An ADU should be treated as any other accessory building or garage located on a lot. It should require a building permit and compliance with building and development standards that are reviewed as part of the building permit approval. This eliminates the extra ADU fee.
2. An ADU should be allowed on any legal lot regardless of size. There should be no minimum lot size for an ADU. The ADU and the main residence should be required to meet the site coverage standard for the zone classification where the ADU is located. This means that the main residence and the ADU together will not exceed the site coverage in the underlying zone.
3. An ADU should be bound to the normal site development standards (site coverage, setbacks and building height) of the underlying zone. The special standards for ADUs should be eliminated.

4. There should be no maximum size for an ADU. There are no such standards for a single-family home on the lot. Compliance with the development standards of the zone should be sufficient to protect the neighborhood character. There is no justification for establishing separate ADU standard.
5. There should be no special parking standards applied to an ADU. The parking standards should be the same as those applied to the underlying zone. Why would a 1000SF home with a 700SF ADU have a different parking requirement than a 2500SF primary residence?
6. The occupancy requirement for an ADU should be deleted. We don't place occupancy requirements on SF homes and there is no justification for an occupancy requirement for an ADU. Such a requirement has a chilling impact on the development of ADUs and significant financing challenges.

Beck, Amanda

From: Beck, Amanda
Sent: Thursday, February 24, 2022 1:22 PM
To: Craig Hunt
Subject: RE: support for short term rentals

Hi Craig,

Thanks for your interest in the short-term rental code amendment and the [Shaping Spokane Housing](#) project. I will include your support for the short-term rental code change in the public comment record, which will be shared with Plan Commission at the public hearing.

Right now the draft code is in a sort of holding pattern, as we've heard a lot of push back from the public over concerns this is expanding a use that is negatively impacting the housing supply. So, we're trying to come up with some additional draft code options that might address these concerns, and the interaction of short-term rentals and accessory dwelling units. Once we have additional options we would take them back to Plan Commission for a workshop before the public hearing process.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Craig Hunt <craigthunt@gmail.com>
Sent: Tuesday, February 22, 2022 2:36 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: support for short term rentals

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi Amanda,

I'm wondering if you have any updates regarding the proposed allowance for short term rentals in "all" zones? I'm supportive of the proposed change to the code, which would allow short term rental in areas where residential use is already permitted.

Thanks for your time,
 Craig Hunt

From: [Planning Services Development Code](#)
To: ["Jordan Brown"](#)
Cc: [Beck, Amanda](#); [Andrie, Tate](#)
Subject: RE: Support for modification
Date: Wednesday, March 9, 2022 11:49:00 AM

Good morning,

Thank you for your comment. It will be added to the public record for the file and forwarded to the Plan Commission and Council when public hearings are scheduled, likely later this spring.

To follow the project, please stay tuned to the project webpage, where those events will be announced.

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage:
<http://my.spokanecity.org/projects/shaping-spokane-housing>

-----Original Message-----

From: Jordan Brown <jordan.brown.crna@gmail.com>
Sent: Sunday, February 27, 2022 12:34 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Support for modification

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I have been a resident for Spokane for nearly 8 years. In that time, I have seen the housing shortage get worse and the inability for individuals and families purchase homes due to bidding wars, increased prices, and low inventory.

I have been fortunate in that I have both a primary home and rental home. My rental is on a large double lot on the south hill. The home on it is small, and with the insane Costs to remodel, increasing the ability of the home to accommodate more people is not financially viable.

But a small ADU is. With the current owner/occupant restrictions, I cannot proceed this route even though I'd like to. Additionally, the seemingly random guidance for roof pitch/style/etc limits the ability and most likely increases cost of construction.

I appreciate the effort of the planning division in addressing these issues. Allow Spokane to grow in a way that is equitable for all.

Thank you,

Jordan Brown

From: [Planning Services Development Code](#)
To: [Paul Knowles](#)
Cc: [Beck, Amanda](#); [Andrie, Tate](#)
Subject: RE: Proposed ADU Changes - Comments in Support
Date: Wednesday, March 9, 2022 11:54:00 AM

Good afternoon Paul,

Thank you for your comment. It will be added to the public record for the file and forwarded to the Plan Commission and Council when public hearings are scheduled, likely later this spring.

To follow the project, please stay tuned to the project webpage, where those events will be announced.

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Paul Knowles <knowlespa@gmail.com>
Sent: Thursday, March 3, 2022 9:49 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Proposed ADU Changes - Comments in Support

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi,

I just wanted to write a quick note to thank you for considering changes to the code related to ADUs. I believe the ownership requirement creates a barrier to more home owners like myself from investing in an ADU. Living in the Logan Neighborhood near Gonzaga, consider who the future buyer for this house will be. Given that many houses around us are rentals, I would guess that the future buyer will likely be an investor looking to rent to college kids. Given that assumption, it doesn't make sense for us to invest in an ADU unless the ownership requirement is removed - that ownership requirement would limit the pool of potential buyers and the highest and best use for this property - which is probably as a rental.

The other changes being considered for ADUs all seem reasonable and should result in an increase in ADUs being built within the City - providing much needed housing options while removing barriers that prevent homeowners like myself from being part of the housing solution!

Best Regards,
 Paul Knowles

From: [Planning Services Development Code](#)
To: [Jeannie` Robinson](#)
Cc: [Andrie. Tate](#)
Subject: RE: Build more ADA units
Date: Thursday, March 17, 2022 5:02:00 PM

Good afternoon Ms. Robinson:

Thank you for your comment. I will add it to the public record for the Plan Commission and City Council's review when public hearings are scheduled on the proposed amendments for accessory dwelling units.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Jeannie` Robinson <mrjeannro7@gmail.com>
Sent: Saturday, March 12, 2022 12:08 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Build more ADA units

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, I have many clients in need of ADA units on the ground floor. Please incorporate this type of unit in the different types of apartments that are being designed and built. Thank you,
Jeannie Robinson

From: [Planning Services Development Code](#)
To: [Brad Harland](#)
Cc: [Andrie. Tate](#)
Subject: RE: ADUs
Date: Thursday, March 17, 2022 5:05:00 PM

Good afternoon Mr. Harland,

Thank you for your comment. I will include the message in the public record for the file and in the packet for review by the Plan Commission and City Council when public hearings are scheduled on the proposed amendments for accessory dwelling units.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Brad Harland <bharland@nxnw.net>
Sent: Monday, March 14, 2022 3:02 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADUs

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear Planning Department

For ADU to really take off. You need to be able to address the CCRs that limit neighborhood under their control to Single Family Homes. Most of the neighborhoods built in the last 60 years will not allow ADUs. Therefore your rule change only affects the older neighborhoods.

I realize that will require a state law to override the CCRs. But I think Spokane needs to push for that.

Some of the law changes proposed at the state level (HB 1660) would allow two ADUs on any lot over 4,500sf. That is putting a triplex on these older small lots. That is a lot of density in a relatively small area. That law would also not have any requirement for the owner to live on site. I think that is a bad idea.

You need to be able to allow ADUs in the newer neighborhoods. That way the density is spread out through all neighborhoods.

I know there is also a push to get rid of the owner occupancy requirement for ADU. But I would maintain that requirement. Remember what happened to the lower South Hill when the large houses got cut up into fourplexes and they just became apartments. The neighborhood went downhill.

Without the owner occupancy requirement, a ADU just becomes a duplex. If you want to allow duplexes, zone it for a duplex.

Anyway those are my thoughts.

Brad Harland
5126 S Lincoln Way, Spokane WA 99224

Brad Harland, CPA
bharland@nxnw.net / Cell 509 838-2924

From: [Planning Services Development Code](#)
To: ["Shari Mcevoy"](#)
Cc: [Andrie Tate](#)
Subject: RE: Adding zoning ADU options
Date: Thursday, March 17, 2022 5:07:00 PM

Good afternoon Shari,

Thank you for your comment. I will include the message in the public record for the file and in the packet for review by the Plan Commission and City Council when public hearings are scheduled on the proposed amendments for accessory dwelling units.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

-----Original Message-----

From: Shari Mcevoy <smcevoy2222@gmail.com>
 Sent: Tuesday, March 15, 2022 7:34 PM
 To: Planning Services Development Code <erapsdc@spokanecity.org>
 Subject: Adding zoning ADU options

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello

I have 3 single family homes

I would like to add and ADU to each

I want you to please remove owner occupied restrictions.

I cannot add them with that restriction

Also

Do we have pre approved ADU plans for ease of permitting?

Sincerely

Shari real estate investor

Sent from my iPhone

From: [Planning Services Development Code](#)
To: ["Kate B."](#)
Subject: RE: General comment on attached housing & duplexes
Date: Tuesday, March 22, 2022 10:54:00 AM

Hi Kate,

Thanks for your message. It will be added to the public record and provided to the Plan Commission and Council when hearings are scheduled on attached housing and duplexes.

Sincerely,
 Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Kate B. <kate.a.bitz@gmail.com>
Sent: Thursday, March 17, 2022 8:04 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: General comment on attached housing & duplexes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

To whom it may concern,

It's so exciting to see progress on legalizing attached housing and duplexes in larger areas of the City. This is important for our city and I urge you to maximize this opportunity.

Thanks!

- Kate Bitz
 West Central Homeowner

From: [Planning Services Development Code](#)
To: ["cheri loveland"](#)
Cc: [Beck, Amanda](#); [Andrie, Tate](#)
Subject: RE: Environmental Review Changes
Date: Thursday, March 17, 2022 5:21:00 PM

Good afternoon Ms. Loveland,

Thank you for your comment. I will include the message in the public record for the file and in the packet for review by the Plan Commission and City Council when public hearings are scheduled on the proposed amendments for the proposed SEPA changes. For information, the timing for that may differ from the consideration of the accessory dwelling unit and some of the other topics.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: cheri loveland <cheriloveland@gmail.com>
Sent: Thursday, March 17, 2022 4:30 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Environmental Review Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear City of Spokane Planning Commission,

I would like to let my voice be heard in opposition to any changes in the current SEPA rules the city currently has implemented.

Those rules were decided with forethought and reason and should not be changed just because someone wants to streamline a process.

If the city is really thinking “green” you can’t increase the levels. It just doesn’t make sense.

Sincerely,
 Cheri Loveland

From: [Gwinn, Nathan](#)
To: Zwidmer@gmail.com
Cc: [Churchill, Jackie](#); [Beck, Amanda](#); [Gardner, Spencer](#)
Subject: RE: ADU Code Public Comment
Date: Tuesday, March 22, 2022 5:12:39 PM

Good afternoon Mr. Widmer,

I will add your comment to the public record for the file. This will be provided to the Plan Commission and City Council at the time of the public hearings for the code amendments for ADUs, likely later this spring.

Your contact information will be added to the project email and notified when hearings are scheduled. Or to follow the project, please stay tuned to the project webpage, where those events will be announced.

Sincerely,

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
[509.625.6893](tel:509.625.6893) | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Churchill, Jackie <jchurchill@spokanecity.org>
Sent: Tuesday, March 22, 2022 4:17 PM
To: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>
Subject: FW: ADU Code Public Comment

Hi Nate and Amanda,

The public comment below regarding ADU rules was sent to the Plan Commission email.

Thanks, Jackie

From: zwidmer@gmail.com <zwidmer@gmail.com>
Sent: Tuesday, March 22, 2022 11:37 AM
To: Plan Commission <eraplanc@spokanecity.org>
Cc: Byrd, Giacobbe <gbyrd@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>
Subject: ADU Code Public Comment

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I watched the meeting on ADU code development and have a few comments.

I'm no expert, but it does seem to me like ADU rules are really just punishing homeowners

with additional byzantine rules and costs that developers don't have to face just because homeowners have an existing structure. I don't like that developers get one set of rules and homeowners need to follow those rules, plus an additional set of rules because they have done the normal thing and purchased property with an existing house on it. It seems to me that if something is allowed for our neighborhood coding, it should be allowed, period.

Maybe I'm missing something, but I don't understand why structures that would be allowed by our overall code should be restricted just because of the basis that there is an existing structure on the property.

I do have two concerns:

1. I share Councilwoman Kinnear's perspective on what this could do considering existing market conditions. Specifically corporate capital being spent on properties affecting rates of rental vs home ownership and even rates of corporate landlords. Our community should take some steps to make sure that the benefits of our city flow reasonably to the residents of it.
2. Parking is and will always be an issue that we should attempt to mitigate, but adding additional legal requirements on top of already existing ones is not the place to address them. Once again, developers should not be given preferential treatment. If existing ones need to be adjusted, do so, but do not impose separate rules on owners and developers.

Thank you,
Zach Widmer | District 3

From: [Planning Services Development Code](#)
To: ["Diane Benson"](#)
Cc: [Beck, Amanda](#)
Subject: RE: Housing Action Plan
Date: Monday, March 28, 2022 8:30:00 AM

Good morning Ms. Benson,

Thank you for your comment. I will add it to the public record for the files for the accessory dwelling unit and duplex topics. It will be provided to the Plan Commission and City Council when hearings are scheduled, probably later this spring. I will also add your name to the contact list for project information, and events will be announced on the project webpage.

Sincerely,

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Diane Benson <dcb1810@yahoo.com>
Sent: Thursday, March 24, 2022 3:16 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Housing Action Plan

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Thanks so much for all of your hard work on the Housing Action Plan. I'm a home owner in Lower South Hill. I support the HAP and hope it is approved and implemented.

We need more affordable housing, especially condos, small houses, duplexes, etc. Not everyone wants a large house on a large lot, even if they can afford it.

My only concern about adding more apartments is irresponsible landlords. Here on South Hill, some of the apartment buildings are decrepit and strewn with trash. Please include consequences for landlords who don't keep their properties maintained.

Thanks,

Diane Benson

From: [Planning Services Development Code](#)
To: [Evelyn Popejoy](#)
Cc: [Beck, Amanda](#)
Subject: RE: Changing Standards for Housing
Date: Monday, March 28, 2022 8:25:00 AM

Good morning Ms. Popejoy,

Thank you for sending your comment. I will add it to the public record for the files for the accessory dwelling unit, short term rental, and duplex and attached housing topics. It will be provided to the Plan Commission and City Council when hearings are scheduled, probably later this spring. I will also add your name to the contact list for project information, and events will be announced on the project webpage.

Sincerely,

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

-----Original Message-----

From: Evelyn Popejoy <evbunny@icloud.com>
Sent: Thursday, March 24, 2022 1:11 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Changing Standards for Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I think we should be very careful about changing all of our housing standards, especially without having input with each project. I think having a lot of tiny plots crammed into areas is not what our city needs. I particularly don't think that we need a lot of short term rentals, especially if they are not kept up to community standards. Is someone going to make sure these do not just turn into "dumps"? Evelyn Popejoy

From: [Planning Services Development Code](#)
To: ["barbara morrissey"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: hillside development
Date: Thursday, April 14, 2022 12:21:40 PM

Hi Barbara,

Thank you for providing public comment on proposed revisions to residential code related to the project Shaping Spokane Housing. Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org

-----Original Message-----

From: barbara morrissey <taslin10@earthlink.net>
Sent: Wednesday, April 6, 2022 11:48 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: hillside development

[CAUTION - EXTERNAL EMAIL - Verify Sender]

lived in Peaceful valley for several years. On the south it is surrounded by steep spring undermined slopes with a history of landslides...most recently last year. on Clarke.

One of the old neighborhood plans recommended no development on the bluff between Clarke and Riverside.....already several MULTIFAMILY buildings up there. This area should be reassessed for development (ie forbidden) Already a lot across from me is on a sliding hillside which could easily slide into an historic building downslope if it goes.

Sincerely,

Barbara Morrissey
1647 west clarke ave
509 456 5565
taslin10@earthlink.net

From: [Planning Services Development Code](#)
To: "Traci P"
Cc: [Gwinn, Nathan](#)
Subject: RE: small time landlord
Date: Thursday, April 14, 2022 11:42:24 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Tracy,

Thank you for providing public comment concerning the residential development code changes proposed under the Shaping Spokane Housing project. These comments have been added to the public record, and will be shared with the Plan Commission at public hearing.

The City's [Rental Assistance Program for Landlords](#) did provide Covid-related assistance as much as funding could be spread out to small time landlords, and the monies have been disbursed. I believe the City is working on another application to request further Federal funds to support landlords, the caveat being federal funding has many strings (renter incomes within a certain range, unit rents set at a rate that is affordable, reporting and annual inspections, etc.) but we don't have additional funding at this time.

Through the [Shaping Spokane Housing](#) project we are encouraging missing middle housing types- duplexes and attached homes- in more of our residential zones with these code changes, and we're looking at doing more for missing middle housing types like tri- and four-plexes.

Thanks for your investment and time as a landlord in Spokane.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Traci P <tracip1961@gmail.com>
Sent: Wednesday, April 6, 2022 10:28 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject:

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I have rental properties in Spokane. I have already sold one because of covid and people didn't have to pay rent. When the next one gets empty, I will do the same until all are gone.

My rentals are very reasonably priced and I have tons of applicants that apply when one becomes available. I did not increase my rents nor have I since everyone moved in. My promise to them.

My taxes have increased two fold since I've owned them. My insurance now is extremely high because our credit is no longer taken into consideration.

When I got into the rental business, things were more reasonable. Now you are pricing us out of our income. My main objective was to provide nice housing for a reasonable price. That is no longer true. This is my income, which with the increased expenses, has been diminished to next to nothing. Because of this, I am being forced to disolve my rentals so that I don't have to increase my rents. I know, I'm not the only landlord out there that is doing so.

You spend all this time and money trying to figure out how to house more people, when you have no incentive going to the landlord to keep their properties affordable or to even keep them as rentals. Personally, with the housing the way it is, I could probably get another \$500 a month for each property.

You give all kind of breaks to renters, but what about the landlords? We are suffering. The more properties we sell, the less rentals you will have. Thus you have to keep building. Wouldn't it be more cost effective to give us an incentive for keeping our properties available to rent? My rental house sold in 4 days at a very elevated cost.

There is no reason to hang onto them, if it no longer serves our interest.

That's what covid did to us. The renters got all the relief. We just took a huge hit, with higher taxes and insurance rates.

Between my houses, insurance and taxes, there was an increase of over \$1000 per year and that is for only 4 houses. That is ridiculous. I can't afford to keep them any longer. I would make much more money selling them and reinvesting in anything other than real estate.

It's only a matter of time, before there will only be rental places that are multi family dwellings. Houses will no longer be a dream. It's bad enough that the inventory of rental houses are going down. But home ownership is only going to be available to a select few, due to the increase in prices.

It's a double edged sword. I suggest you start with the landlords and see what they say. They are going to be essential for our housing future. Without landlords, where will Spokane be?

This coming from a small time landlord. The rental companies just keep jacking up the rents when their expenses go up.

Thank you for listening,

Tracy Parks

L

From: [John Schram](#)
To: [Planning Services Development Code](#)
Subject: Re: attached housing feedback
Date: Wednesday, April 6, 2022 12:21:03 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

2nd attempt as my first email was rejected by the server

John

From: John Schram
Sent: Wednesday, April 6, 2022 12:18 PM
To: developmentcode@spokanecity.org <developmentcode@spokanecity.org>
Subject: attached housing feedback

Please remove the proposed change to RA, RSF and RSF-C zoning to allow for additional attached housing units an already established neighborhoods. As one selects a neighborhood, let alone street to live on, there are many factors that are taken into consideration including what style and type of housing is predominant. This proposed change nullifies every existing homeowner's preference in that regard and degrades their experience.

If there is a desire for attached housing units and other non-single family standalone housing alternatives, have it an option for a new build community only.

John Schram

From: [John Schram](#)
To: [Planning Services Development Code](#)
Subject: Duplexes feedback
Date: Wednesday, April 6, 2022 12:08:58 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Please remove the proposed change to RSF and RSF-C zoning to allow for duplexes an already established neighborhoods. As one selects a neighborhood let alone street to live on there are many factors that are taken into consideration including what style and type of housing is predominant. This proposed change nullifies every existing homeowners preference in that regard and degrades their experience.

If there is a desire for additional duplex and other non-single family housing alternatives, have it an option for a new build community only.

John Schram

From: [John Schram](#)
To: [Planning Services Development Code](#)
Subject: Short term rental reedback
Date: Wednesday, April 6, 2022 11:34:12 AM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Please eliminate all short term rentals in Spokane County. This will immediately free up hundreds of rental units for those that wish to make/keep Spokane their permanent home. Let's employ basic economic principles to increase supply and keep housing in the affordability range. There is already adequate space in our existing hotel inventory for visitors.

John Schram

From: [Planning Services Development Code](#)
To: ["John Schram"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: attached housing feedback
Date: Thursday, April 14, 2022 12:08:50 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi John,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). This email and your other emails concerning short term rentals and duplexes are now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

I did want to highlight, we're looking at code changes around duplexes and attached houses, but attached houses are typically owner-occupied since they are single-family attached development. We're looking at both missing middle housing types.

None of those topics are scheduled for public hearing yet, but you will be able to see notice about public hearings on the project page and the [Plan Commission page](#) under Agenda.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: John Schram <John@johnschram.com>
Sent: Wednesday, April 6, 2022 12:21 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Re: attached housing feedback

[CAUTION - EXTERNAL EMAIL - Verify Sender]

2nd attempt as my first email was rejected by the server
John

From: John Schram
Sent: Wednesday, April 6, 2022 12:18 PM
To: developmentcode@spokanecity.org <developmentcode@spokanecity.org>
Subject: attached housing feedback

Please remove the proposed change to RA, RSF and RSF-C zoning to allow for additional attached housing units in already established neighborhoods. As one selects a neighborhood, let alone street to live on, there are many factors that are taken into consideration including what style and type of housing is predominant. This proposed change nullifies every existing homeowner's preference in that regard and degrades their experience.

If there is a desire for attached housing units and other non-single family standalone housing alternatives, have it an option for a new build community only.

John Schram

From: [Beck, Amanda](#)
To: ["Brikjames"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: Residential Development Code Amendments is an idiotic idea
Date: Thursday, April 14, 2022 12:46:53 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Brikjames,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

We anticipate code changes to Accessory Dwelling Units, Short Plat Notification, and Lot Size Transitions will go to public hearing with Plan Commission on May 11th, if you wish to provide additional comment during the meeting we encourage you to attend in person or virtually. The other residential code topics are still being discussed and don't have a hearing date at this time. You can view the agenda once it's posted on the Plan Commission [page](#) under Agenda.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Brikjames <brikjames@aol.com>
Sent: Saturday, April 9, 2022 5:33 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Residential Development Code Amendments is an idiotic idea

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi,

I would like to say that there might be a couple ideas that are useful, but overall the plan is made be uneducated simple minded folk. This idea does not benefit the people of Spokane. It will create a poor city that lives off the money that we put into the government. This doesn't help the homeless that have no desire to work for a living and pay rent. If it does then that means even more money is coming out of my pocket to pay for them. Why would anyone want their house to be worth less? It is not our responsibility to facilitate people who want to move here. It is not our responsibility to change our city for anyone. They can either move into what is currently established or they can find somewhere else to live. I'm betting that you are all patting yourselves on the back for this simple-minded effort that does not take into account any of the possible ramifications from enacting it. If you did an organized effort in a single district then it might work. Trying to change the whole city all at once is asking for us to turn into a lesser known Seattle,

which has been an obvious failure as a city. Are you trying to bankrupt the people of this city?

From: [Planning Services Development Code](#)
To: "mary"
Cc: [Gwinn, Nathan](#)
Subject: RE: Parking requirements for ADUs
Date: Thursday, April 14, 2022 12:08:25 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Mary,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email concerning ADU parking is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

There will be room for further public comment at the May 11th hearing if you wish to convey opinions from the Community Assembly folks, or want to encourage other residents to provide public comment.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



FIND US



LIKE US



FOLLOW US

From: mary <mmcsपो@yahoo.com>
Sent: Monday, April 11, 2022 11:04 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Parking requirements for ADUs

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Please restore the parking requirement for 1 bedroom ADUs. There are already far too many cars parked on the city streets. The city has a serious, persistent problem with car burglaries and prowlings and adding more cars to target will just add to the already significant problem. I understand the need for more housing, but we need to be careful we are not creating a "Capitol Hill" here in Spokane. Let us learn from the mistakes that other cities have already made!

Thank you.

From: [Beck, Amanda](#)
To: ["phyllisholmes@att.net"](mailto:phyllisholmes@att.net)
Cc: [Gwinn, Nathan](#)
Subject: RE: Changed to notifications
Date: Thursday, April 14, 2022 1:13:25 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Hi Phyllis,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Our code will maintain notification for Neighborhood Councils. During the application completeness stage NCs as well as other City departments, local/state/federal agencies have a 14-day window to provide comments and require additional information. This is codified in [Section 17G.060.090](#). So, we are proposing some streamlining for notification on short plats (removing notice for 2-lots, keeping mailed notice for 3-9 lots) and think this strikes a sort of balance given that NCs are notified when a permit application is received.

Thank you for your service of Spokane.

Thank you,
Amanda



Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



This email is subject to Washington State Public Records Act, Chapter 42.56 RCW, and may therefore be subject to public disclosure.

-----Original Message-----

From: Phyllis Holmes phyllisholmes@att.net
Sent: Thursday, April 14, 2022 11:26 AM
To: Beck, Amanda abeck@spokanecity.org
Subject: Changed to notifications

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I am reading proposed changes to notification procedures for short plats, etc. Is the intent to notify neighborhood councils? When Mayor Geraghty and I created neighborhood councils it was for the purpose of enhancing communication about impacts on those neighborhoods. I trust that intent is being maintained. Phyllis Holmes, former City Council member

Sent from my iPhone

From: [Beck, Amanda](#)
To: ["Nancy Sazama"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: SEPA Changes
Date: Thursday, April 14, 2022 1:12:35 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Nancy,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

The proposed changes to the SEPA categorical exemptions thresholds would remove notice on some projects, this is true, and we are trying to thread the needle on streamlining the development process to help construction of more housing while maintaining some notice to residents. SEPA is often a situation where if the number of units or square feet meets the threshold, but excavation or grading on site goes over threshold, then a project kicks back in for SEPA review since the intent there is to evaluate possible environmental impacts and enact mitigations.

There are other notification points during the permit application process though. During the application completeness stage neighborhood councils as well as other City departments, local/state/federal agencies have a 14-day window to provide comments and require additional information. This is codified in [Section 17G.060.090](#). Any Type II permit (site plan, conditional use permit, long or short plat) would have mailed notice and sometimes site postings (you can view that in [Table 17G.060T-3](#)). So, we are trying to balance a streamlined permit process, the urgent need for more housing, and notification to residents.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Nancy Sazama <njsazz@gmail.com>
Sent: Thursday, April 14, 2022 11:32 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: SEPA Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I want to object to the changes the City is considering to SEPA. Why would the city not want their citizens to be in the loop regarding development? The City's priority is development. I can

understand why that is so, especially considering the lack of housing. Comment periods slow things down, making it more complicated to include public input. I get that. Developments with fewer than 30 houses can still be very impactful and citizens deserve to continue to be asked what they think. People who live in the area of a proposed development know that area better than anyone. They know the current problems and potential problems that may arise due to a development. Once the building is done it is often too late, or too expensive to correct issues that arise. Often the area neighborhood can give a heads up to potential issues. It is not just about stopping development but making sure development is done intelligently and with the good of all in mind.

A case in point is the continued development in Latah Valley. This issue has many sides, non easy to reconcile at this time. The inadequacy of infrastructure is critical to everyone's safety today and into the future.

I appreciate your willingness to hear our concerns.

Sincerely,
Nancy J. Sazama

From: [Beck, Amanda](#)
To: rhoffenberg@aol.com
Subject: RE: Comment on SEPA changes
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Robyn,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: rhoffenberg@aol.com <rhoffenberg@aol.com>
Sent: Friday, April 15, 2022 6:07 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Comment on SEPA changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Amanda Beck

This is not what the citizens and residences should be looking at. We have the right and, it's your responsibility to all of us, to do the right thing and not take away those rights to agree or disagree on what's going to happen in our neighbors (our homes).

The developers and local government are only looking at profit without looking at the whole picture. We have every right to know what's happening and you need to keep everyone informed. We, as a whole, will do whatever needs to be done to stop this.

Do the right thing.

Robyn Hoffenberg

-----Original Message-----

From: CALV <contactcalv@gmail.com>

To:

Sent: Thu, Apr 14, 2022 10:12 am

Subject: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant**:

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
2. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201



From: [Beck, Amanda](#)
To: [Landry Smallfoot](#)
Subject: RE: SEPA Changes
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Candace,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Landry Smallfoot <cansmall2@comcast.net>

Sent: Friday, April 15, 2022 12:40 PM

To: Beck, Amanda <abeck@spokanecity.org>; Kevin <hawc929@comcast.net>;
 parpolia@yahoo.com; tucbrown@gmail.com; contactcalv@gmail.com; Lobbch@comcast.net;
 smith.dana5050@gmail.com; victoriapalmen68@gmail.com; jayrayfarmer@gmail.com;
 amyndel@yahoo.com; Molly Marshall <molly.marshall475@gmail.com>

Subject: SEPA Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Amanda,

For SEPA rqts., it is imperative that the neighborhoods and their councils be informed. We will live a neighborhood that the Lennar bros are proposing 183 homes. It is on a wetland and the whole neighborhood is impacted. Had we not

received notification from our neighborhood council and the posted signs of the meeting with the engineer, none of our voices would have been heard. There are very few neighbors that received the 400 ft notice (there are no neighbors that border that property except maybe 10) which is very restrictive to begin with. I am absolutely sick of the city allowing these developers to try to "sneak" into our neighborhoods.

It seems like developers want to put developments in our areas, but if they can "get away" with not providing improvements etc. that is the goal. Our neighborhood of Grandview Thorpe has developers all over the place and it is going to be very impactful and a disaster. Right now we cannot support any developments (two major ones Lennar and Toll).

If anything the SEPA notification needs to be increased and advertised all over the place! The city needs to quit "hoodwinking" city citizens and be there to support and listen to the concerns of huge developments that impact all of these neighborhoods safety and security!

Sincerely,

Candace Smallfoot

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant:**

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats

that create only **two** lots, similar to Type I applications.

1. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201

From: [Beck, Amanda](#)
To: [Kevin](#)
Subject: RE: SEPA Changes
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Kevin,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Kevin <hawc929@comcast.net>
Sent: Friday, April 15, 2022 4:08 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Fwd: SEPA Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Amanda, I concur with the email from C. Smallfoot. I feel strongly the city is only about developing at all costs without any thought to those of us that have lived here and paid property taxes for years. As many others have stated on Next Door and other apps, between the horrible number of high priced home developments that will do absolutely nothing for homelessness, the increase in crime and nothing ever being done about it, it is time to look at moving out and let this city be taken over by crime and high priced homes!

To try and continue to sneak developments in on us is deplorable.

Kevin Stevens

Kevin V. Stevens, RN, MSN, MS, RD
 Finish Line Performance Nutrition LLC
 IRONMAN Certified Coach
 Sports Nutrition Specialist ISSA
Hawc929@comcast.net

Begin forwarded message:

From: Landry Smallfoot <cansmall2@comcast.net>
Date: April 15, 2022 at 12:40:16 PM PDT
To: abeck@spokanecity.org, Kevin <hawc929@comcast.net>, parpolia@yahoo.com,
tucbrown@gmail.com, contactcalv@gmail.com, Lobbch@comcast.net,
smith.dana5050@gmail.com, victoriapalmen68@gmail.com, jayrayfarmer@gmail.com,
amyndel@yahoo.com, Molly Marshall <molly.marshall475@gmail.com>
Subject: SEPA Changes

Amanda,

For SEPA rqts., it is imperative that the neighborhoods and their councils be informed. We will live a neighborhood that the Lennar bros are proposing 183 homes. It is on a wetland and the whole neighborhood is impacted. Had we not received notification from our neighborhood council and the posted signs of the meeting with the engineer, none of our voices would have been heard. There are very few neighbors that received the 400 ft notice (there are no neighbors that border that property except maybe 10) which is very restrictive to begin with. I am absolutely sick of the city allowing these developers to try to "sneak" into our neighborhoods.

It seems like developers want to put developments in our areas, but if they can "get away" with not providing improvements etc. that is the goal. Our neighborhood of Grandview Thorpe has developers all over the place and it is going to be very impactful and a disaster. Right now we cannot support any developments (two major ones Lennar and Toll).

If anything the SEPA notification needs to be increased and advertised all over the place! The city needs to quit "hoodwinking" city citizens and be there to support and listen to the concerns of huge developments that impact all of these neighborhoods safety and security!

Sincerely,

Candace Smallfoot

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant**:

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....please share your concerns!**

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
1. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201

From: [Beck, Amanda](#)
To: [Dick Thiel](#)
Subject: RE: SEPA Protections and short plat reviews
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Dick,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Dick Thiel <dickthiel@comcast.net>
Sent: Friday, April 15, 2022 10:33 AM
To: Beck, Amanda <abeck@spokanecity.org>
Cc: Patti Berg <catsmeow4814@yahoo.com>
Subject: SEPA Protections and short plat reviews

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Wrong, wrong, wrong. Do NOT do this. It will come back and bite you in the butt! Citizens and neighbors deserve to learn about proposed projects so they can comment, seek legitimate changes, and then live happily with the development. It appears you are being pressured by developers, and are hungry for development dollars. Don't do this. Listen to your neighbors (taxpayers) and don't foment the dissent that is sure to happen.

From: [Beck, Amanda](#)
To: [Karen Carlberg](#)
Subject: RE: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents
Date: Monday, April 18, 2022 1:54:00 PM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)

Hi Karen,

Due to the city's process to request comments during the determination of a complete application, NCS will maintain the opportunity to comment on applications. You are correct, this is not changing.

For some people I think the issue is timing. So that potential mitigations are reflected in a submitted application, SEPA is typically completed first followed by an application. Certainly if they run at the same time, any pertinent comments from the SEPA would be required to be reflected in an updated proposal for the application.

Hope that answers your question.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Karen Carlberg <karencarlberg@comcast.net>
Sent: Monday, April 18, 2022 1:33 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Re: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Thanks Amanda. I'm interpreting this to say that there will be no change in opportunities for neighborhood council comment on projects. Right?

Karen

From: "Beck, Amanda" <abeck@spokanecity.org>
Date: Monday, April 18, 2022 at 12:31 PM
To: Karen Carlberg <karencarlberg@comcast.net>
Subject: RE: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over

Residents

Hi Karen,

The CALV email is referencing two code changes that are a part of the [Shaping Spokane Housing](#) project. Sorry this is a bit long, hopefully it gives you plenty of information.

Proposed changes to short plat notification have been going through a series of workshops with Plan Commission. Draft text is available on the project webpage. The changes include removing notification for a short plat which creates two lots (e.g. the mother parcel and one other), and revise notification for short plats that create three to nine lots such that only a mailed noticed will be sent to property owners, tax payers, and residents within 400 feet of the subject site with no site posting. This code change will be going to public hearing at the May 11th Plan Commission workshop.

What that would look like: Neighborhood Councils would be solicited for comment during a fourteen day comment window when the city completes the determination of a complete application (outlined in [Section 17G.060.090](#)), regardless of number of lots. Taxpayers/property owners/residents would get a notice of application in the mail for short plats of three to nine lots, and could provide comment during that fifteen day window.

The second piece is proposed changes to our SEPA ordinance around the flexible threshold for categorical exemptions. The proposed draft is available on the project webpage. In line with recommendations from WA Commerce in [RCW 36.70A.600\(1\)\(r\)](#), the city has proposed to change the flexible thresholds as noted below, except to keep the fill/excavation at the current 500 cubic yard threshold. SEPA is often a situation where if the number of units or square feet meets the threshold, but excavation or grading on site goes over threshold, then a project kicks back in for SEPA review since the intent there is to evaluate possible environmental impacts and enact mitigations. Revisions to this section of code require a 60-day Agency and Public Comment period, which began April 4 and runs through June 6- no public hearing is scheduled at this time. At the end of the 60-Day Agency and Public Comment period the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing.

Construction Type	SMC 17E Flexible Threshold	197-11-800 WAC Max. Allowed by State	Proposed SMC 17E Flexible Threshold
Single-family residential	20 units	30 units	30 units
Multifamily residential	20 units	60 units	60 units
Agricultural structure	20,000 SF	40,000 SF	40,000 SF
Office, school, commercial, recreational, service, or storage buildings and related parking	12,000 SF and 40 parking spaces	30,000 SF and 90 parking spaces	30,000 SF and 90 parking spaces
Fill or excavation	500 cubic yards	1,000 cubic yards	500 cubic yards

What that would look like: Projects under the threshold would not be required to do a SEPA review so there would be no SEPA notice or site posting, and projects over threshold would follow our current process of review and notification. Similar to above, NCs would be notified during the determination of a

complete application.

Let us know if you have questions. Thanks for reaching out.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



FIND US



LIKE US



FOLLOW US

From: Karen Carlberg <karencarlberg@comcast.net>

Sent: Saturday, April 16, 2022 10:17 AM

To: Beck, Amanda <abeck@spokanecity.org>

Cc: pfbundy0@gmail.com; karencarlberg@comcast.net; rkclapp@gmail.com; dwrightemersonsr@gmail.com; josettegates@gmail.com; mshkg@hotmail.com; hagy_w@icloud.com; kjhiker49@gmail.com; mensching65@gmail.com; jmotr56@msn.com

Subject: FW: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi Amanda,

I received the email below, I assume so that I can distribute it to the West Hills neighborhood for comment. It is from the CALV group, which was formed to respond to all the proposals for new development in the Latah Valley and Grandview/Thorpe neighborhood. I responded to the email asking for more information and relevant websites. I got a response, but it wasn't very helpful.

My main concern is the comment below about possibly losing the possibility of neighborhood council opportunities to submit comments about projects in the neighborhood. I'm not seeing anything in the materials that suggests that.

Can you please clarify? What is the purpose of these proposed changes? And is there any change in neighborhood involvement in the review process for projects in the neighborhood?

Thanks for your help.

Karen Carlberg
Chair, West Hills Neighborhood Council

From: CALV <contactcalv@gmail.com>

Date: Thursday, April 14, 2022 at 10:11 AM

To: <undisclosed-recipients:;>

Subject: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant**:

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
1. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201



From: [Beck, Amanda](#)
To: [mellisa donaldson](#)
Subject: RE: Proposed changes to SEPA and short plats
Date: Monday, April 18, 2022 1:12:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Mellisa,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: mellisa donaldson <mellisad2001@gmail.com>
Sent: Monday, April 18, 2022 10:14 AM
To: Beck, Amanda <abeck@spokanecity.org>
Cc: Hadi hadi <Badrakhan@gmail.com>
Subject: Proposed changes to SEPA and short plats

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear Ms. Beck,

I am writing with concerns regarding the changes to following policy. I would like it to go on record that I am against these amendments. There continues to be a push for rapid growth in and around Spokane with little regard to detrimental effects to our community.

Tax payers and members of the community deserve a voice.

Thank you.

Sincerely,

Mellisa Donaldson

3111 W. Washington Rd, Spokane, WA 99224

714.357.4558

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant:**

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
2. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.
Spokane, WA 99201



From: [Planning Services Development Code](#)
To: [Carmela Conroy](#)
Subject: RE: Appreciation for Draft ADU Revisions
Date: Friday, April 22, 2022 9:17:00 AM

Good morning, Ms. Conroy:

Thanks for your message. I will add it to the public record for the file, and it will be shared with the Plan Commission at the public hearing, and with the City Council at its future, unscheduled public hearing. The Plan Commission's hearing is tentatively scheduled for May 11, 2022 at 4 pm. When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#).

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Carmela Conroy <carmelaconroy@yahoo.com>
Sent: Wednesday, April 20, 2022 10:29 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Appreciation for Draft ADU Revisions

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear Neighbors:

Thank you for sharing information via email about the draft revisions to the requirements for auxiliary dwelling units (ADUs). I have been considering converting over half of my basement into an ADU. I live in a single-family residential area. My house is on a bus line. I am approaching senior citizen hood, and would feel safer having someone living on the property with me.

Two particularly salient advantages of the revisions are greater flexibility in the size of the ADU, and in eliminating the need for offstreet parking. My basement is quite large, but unsuitable for any configuration other than a studio apartment. Having greater flexibility on size allows me to include storage space for a future tenant. This might be especially useful to a medical resident or academic assigned to Spokane for a year or two.

My garage and driveway allow for little to no expansion. My being on a bus line and within walking distance of the medical centers means some tenants might not need any parking at all. There's ample street parking if needed. Eliminating the off street parking requirement will significantly reduce the cost and speed with which I can put an ADU on the market.

I appreciate your taking the time to consider these comments.

Sincerely

Carmela Conroy

US Mobile: 571-276-4238

April 21, 2022

RE: SMC 17C.300: ACCESSORY DWELLING UNITS – REVIEW AND SUGGESTED UPDATES

Dear Spokane Planning, Ms. Murphy, Plan Commission, and Councilmembers:

Thank you for your work in implementing the city's Housing Action Plan, and for moving the needle forward on greater housing supply.

As you're well aware, there is a critical need to increase housing supply in Spokane. We are simply failing at producing the needed numbers that will result in 6,791 new units by 2037 (or 400+ units per year) per the City's 2020 Housing Needs Assessment. Unless bold changes are made, then we will continue to push would-be home-owners and renters, and community members to the margins.

Please consider moving quickly in adopting and codifying relaxed and flexible standards for Accessory Dwelling Units (ADUs) as a preliminary, 'low-hanging fruit', opportunity. I would encourage the Plan Commission and City Council to ratify policies suggested by in RCW 36.70A.600(1)(n),(o),(p),(q),and (x) regarding additional flexibility, and lessening restrictions, for accessory dwelling units.

The draft changes to "17C.300 SMC Accessory Dwelling Units" attempt to ratify some of these policies.

Please consider the following suggestions / modifications to the proposed draft ADU updates:

- 17C.300.100 (B)(2) – Multiple ADUs in all Residential Zones may be permitted through a Conditional Use Permit (CUP).
- 17C.300.100 (B)(2) – Development standards of the underlying district may be modified pursuant to the provisions of this section.
- 17C.300.110 (A)(1) – Reduce minimum size of principal structure to 500 square feet.
- 17C.300.110 (A)(1)(a) – Floor area of internal ADU not more than 50% the floor area of the principal structure, or 800 square feet, whichever is greater.
- 17C.300.110 (A)(2) – *Per WA House Bill 1660* - Floor area of detached ADU not more than 850 square feet for lots less than 4,500 square feet, and 1,350 square feet as the combined floor area for both attached and detached ADUs on lots greater than 4,500 square feet.
- 17C.300.110 (B) – *Per RCW 36.70A.600(1)(p)* - Remove owner-occupancy requirements, i.e. 'Draft Option SMC 110.C.1'

Thank you for your consideration and seeking to address dire need.

With Regards,



Ryan Hughes, AICP

210 W. 32nd Ave Spokane, WA, 99203

Rhughes509@yahoo.com

From: [Planning Services Development Code](#)
To: "Will Maupin"
Subject: RE: Shaping Spokane Housing Update Comments
Date: Friday, April 22, 2022 9:37:00 AM

Hello Mr. Maupin,

Thanks for your comment. I will add it to the public record for the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is tentatively scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced.

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Will Maupin <willmaupin@gmail.com>
Sent: Thursday, April 21, 2022 12:43 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Shaping Spokane Housing Update Comments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, thank you for updating me on the updates to the city's approach to the housing crisis. What I see from the city is an approach. It's nothing close to a solution.

According to a report on KXLY last night, the average home price in Spokane County increased by \$30k over the past month. ONE MONTH. A friend bought a house on the lower south hill in 2018 for \$220k. Zillow estimates it could go for \$428k today. If \$220k was his max budget today, there are two homes currently listed in Spokane he could afford. Two.

This is a crisis. People who have lived in Spokane for most of their lives, who grew up here, can't afford to live here anymore. I had to re-sign my apartment lease this spring, and my rent increased by 50%. There is an old, cheap motel on 3rd that has been converted to studio apartments leasing for \$1,200+. If you earn the median income for the county, those apartments would take more than 30% of your total income. Respectfully, you can't continue farting around with phase 1.

The longer the city fails to accept this, the worse it will get. Look at the fringes of the city limits now, where development regulations are more lax. What's being built there? Totally unsustainable, completely car-dependent developments that look like the "multifamily housing midsize apartment building" on the graphic in the update, and that's well outside of phase 1.

Those won't even solve the problem, and on top of the help they do provide, they exacerbate other problems like traffic (have you tried getting around the Southgate neighborhood anytime between 2 and 6 p.m. lately?) and climate change. They're a two steps forward, one step back situation.

It's time for big and active change. In the update I saw the word "encourage" once, and it was about townhouses. The city is exploding, cost of living is skyrocketing, and the only thing you're going to "encourage" is a few more townhouses? You're going to "allow" duplexes in more zones? Cool. Go further. Encourage them, too. And then go further than that.

Change the comprehensive plan.

Make owning a surface parking lot in the city center (which looks like swiss cheese from all of those) less appealing than developing it into high density housing. "Encourage" high density urban housing.

Apply the principles of Vancouverism to the Centers and Corridors plan, and expand the plan. Then "encourage" it. In recent years we've seen buildings demolished on the Ruby/Division couplet and be replaced with things like a Panda Express and a sprawling gas station. Encourage density in places like that to the point it would be financially stupid for a developer to build one story nonsense.

Expand where airbnbs are allowed? Ban them all together.

I know there is more red tape and more bureaucratic hurdles to this process than I could ever understand. So I appreciate the fact that this process is underway at all. But I'm frustrated. I grew up here, I've spent almost my entire adult life here, and I can barely afford to stay. I have a good job, and earn good money. Two years ago, before the pandemic hit and this all blew up, I could've bought a good house in a nice neighborhood. The homes I looked at then are being listed now for literally hundreds of thousands of dollars more than they were just two short years ago. Spokane used to lose so many of its best people to bigger, more vibrant cities. Now it's going to start losing those who stayed to places they can afford, like the Tri-Cities or somewhere awful.

Thank you for your work, and know it is appreciated. But please, we need to go so much further.

- Will Maupin





From: [Beck, Amanda](#)
To: [Mariah McKay](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: Shaping Spokane Housing Update
Date: Wednesday, April 27, 2022 9:31:00 AM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[image001.png](#)

Hi Mariah,

Thank you for your comments concerning ADUs and owner occupancy. And, you're comments on how to improve communications for projects like this.

Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing. Please be aware that proposed changes to ADUs will be going to public hearing at the May 11th Plan Commission meeting. The agenda can be accessed from the [Plan Commission webpage](#).

You can search building permit records through [Accela Citizen Access](#). I would recommend the below search parameters. Since 2008 we've gotten approximately 175 ADUs that have been permitted.

Record / Permit Number:		Record Type:	
<input type="text"/>		Residential Building New ▼	
Start Date:		End Date:	
<input type="text" value="01/01/2008"/>		<input type="text" value="04/27/2022"/>	

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Davis, Kirstin <kdavis@spokanecity.org>
Sent: Monday, April 25, 2022 11:25 AM
To: Mariah McKay <ournaturalhomes@gmail.com>
Cc: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>; Black, Tirrell <tblack@spokanecity.org>
Subject: RE: Shaping Spokane Housing Update

Mariah,

Thank you for your feedback. I am sharing it with our planning team and we will do what we can to make communications more relevant and address your specific ADU questions below.

Have a great day,

Kirstin



Kirstin Davis | Communications Manager | Public Works and Community & Economic Development
Desk 509.625.7773 | Mobile 509.481.7223 | my.spokanecity.org



ADVISORY: Please be advised the City of Spokane is required to comply with the Public Records Act (Chapter 42.56 RCW). As such, the information exchanged via email, including personal information, may ultimately be subject to disclosure as a public record.

From: Mariah McKay <ournaturalhomes@gmail.com>
Sent: Thursday, April 21, 2022 6:05 PM
To: Davis, Kirstin <kdavis@spokanecity.org>
Subject: Re: Shaping Spokane Housing Update

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Small business owners REALLY struggle to take the time to participate in public policy changes like these even though we are significantly impacted by them.

Instead of providing links to lengthy Zoom recordings and arcane procedural documents with way too much detail, it would be more helpful if city staff could contextualize and summarize what is actually going on now and ask us to briefly weigh in on that.

I understand the City is understaffed and that is impacting the level of service in planning and housing significantly. But if you are going to write and publish an email, please do so with making meaningful feedback from the end user more possible without deep diving on other websites.

That said, I support massive deregulation of the ADU housing type. Owners should not have to reside on their lots to be able to build an ADU. I also support City Issued Bonds to provide money for a loan fund that could be used to help underwrite loans for ADU development and pay for ADU ecosystem development barrier removal initiatives. In short, I would like to see this happen in our city:

<https://www.youtube.com/watch?v=569aqcdcN4A>

I would like the City to set ADU development goals, and then mobilize small-scale owners and developers to help meet those goals.

Where would one go to try and figure out how many ADUs have been built per year over the last several years?

And who would I talk to about eco-building materials like cob and aircrete meeting city code requirements?

Thanks,
Mariah

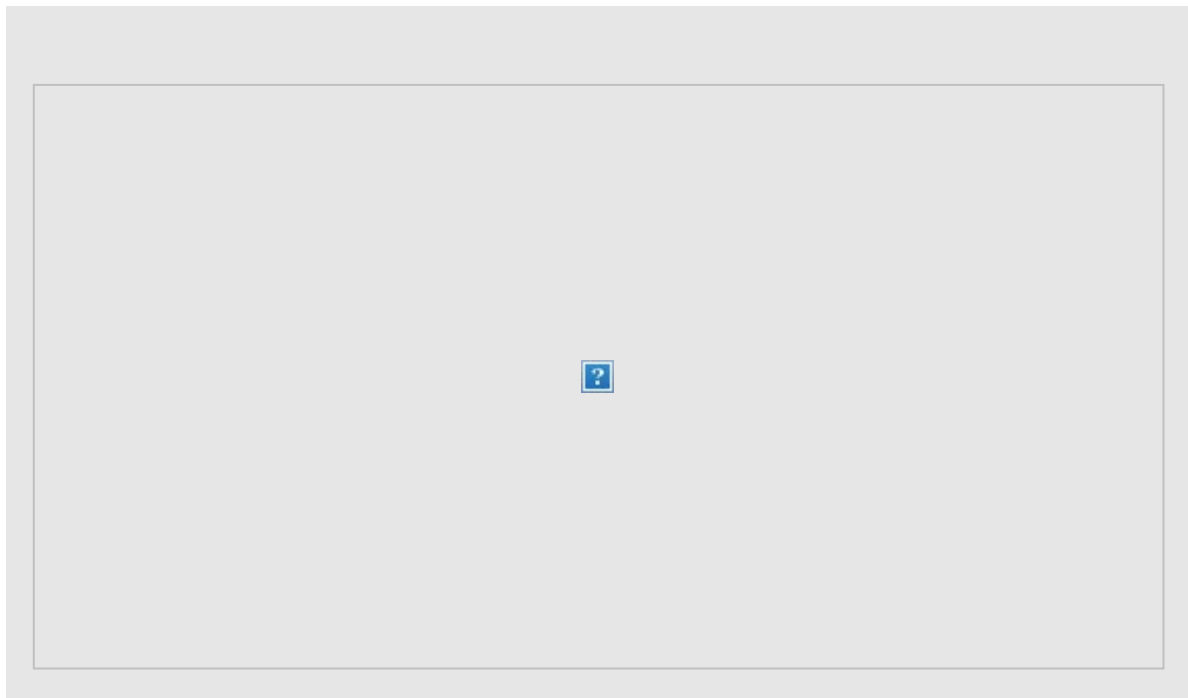
--

Mariah McKay (pronouns: she/her)
Community Manager, Our Natural Homes
Mobile: 509-939-0015



Follow us on Facebook @ournaturalhomesllc
"Where coliving is all about community."

On Wed, Apr 20, 2022 at 9:09 PM City of Spokane Planning <kdavis@spokanecity.org> wrote:



Dear Community Member,

Thank you for your continued interest in addressing housing challenges in Spokane. You are receiving this email because you have shown interest in the Housing Action Plan and requested information about housing topics. The 2021 [Housing Action Plan](#) provided several recommendations and the City Plan Commission along with the Planning Services department have been discussing **seven initial proposed amendments** outlined on [ShapingSpokaneHousing.com](#).

Plan Commission Meeting Recap

City Plan Commission workshops have been held to review and discuss proposed revisions to residential zoning codes including accessory dwelling units, various kinds of small-scale housing like duplexes and attached housing and lot size transition requirements. **The meeting held on April 13 reviewed draft code language related to the residential code language for accessory dwelling units and the short plat application process.** Get more information from the meeting [video](#) and view the discussion presentation at the [project webpage](#).



Accessory Dwelling Units

Increase flexibility of development and design standards for Accessory Dwelling Units (ADU).



Short Plat Application Process

Reduce or streamline the notification and commenting requirements.

We want your feedback!

You can **review a description of each proposal** on the [project webpage](#), which will be updated as the draft revisions evolve.

- **Provide written comment in email** to DevelopmentCode@spokanecity.org. This email list will be notified regarding additional opportunities for participation.
- **Sign up for email updates and announcements** [here](#).

Coming Up

Planning Services Staff at Riverfront Spring Market April 27 from 3-7 p.m.

You're invited to **ask questions and provide feedback** with City planners about the proposed Shaping Spokane Housing changes being considered right now. The **Spring Market is located in the Riverfront Pavilion** event space.

Plan Commission Meeting on Wednesday, April 27 at 2 p.m.

The Commission will **revisit the City's residential zones**, including **provisions for additional attached housing (townhouses) and duplexes**, as well as **design standards for these and single-family residential development** types. The Commission will also **consider changes to the short plat application process** draft text.

Attached Housing (Townhouses)

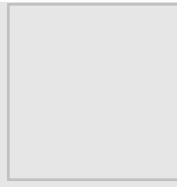
Encourage infill development, update development and

Duplexes in Residential Single Family (RSF) Zone

Expand the permitted zoning districts and lot types, update



design standards to integrate
with neighborhood character.



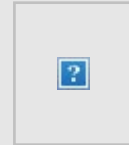
design standards to integrate
with neighborhood character.

Plan Commission Public Hearing on Wednesday, May 11 at 4 p.m.

The Commission will **take testimony from the public on proposed changes** to development regulations for accessory dwelling units, lot size transition, and the short plat application process. The Commissions will also consider making a recommendation to the City Council on the proposed changes.

Please visit the [Plan Commission webpage](#) to view the agenda that contains packet materials available for review and instructions for joining the hybrid in-person/virtual meetings.

You are receiving this email because you signed up via the [Spokane Housing Action Plan website](#), 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 announcements](#) about this project. To unsubscribe, please email developmentcode@spokanecity.org.



City of Spokane, Washington | 808 W Spokane Falls Blvd, Spokane, WA 99201

[Unsubscribe mariah@spokaneindependent.org](#)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by kdavis@spokanecity.org powered by



[Try email marketing for free today!](#)

From: [Planning Services Development Code](#)
To: ["Liza Mattana"](#)
Subject: RE: Manito Cannon Hill neighborhood & changing city code
Date: Tuesday, April 26, 2022 2:11:00 PM

Good afternoon Ms. Mattana,

Thanks for your comment. I will add it to the public record for the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and I have added you to the contact list for notice of future opportunities.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Liza Mattana <lizamattana@gmail.com>
Sent: Friday, April 22, 2022 6:40 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Manito Cannon Hill neighborhood & changing city code

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi there,

I received a link from our neighborhood council meeting leaders. I wanted to say I'm all for the proposed changes to ours and other neighborhoods (like ADU, townhomes, duplexes in RSF zone) to promote density and lessen sprawl!

Please keep me posted if there are other opportunities to weigh in.

Thank you!
 Liza Mattana
 453 W 26th Ave, Spokane, WA 99203
 South hill resident since 1982
 LCHS alumni, class of 1992

From: [Alice Galeotti](#)
To: [Planning Services Development Code](#)
Subject: RE: Comment on ADU draft plan
Date: Tuesday, April 26, 2022 2:46:23 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Nathan,

Thank you for your thorough and informative reply. Have a great rest of your week!

Alice Galeotti

On Apr 26, 2022, 2:25 PM -0700, Planning Services Development Code <erapsdc@spokanecity.org>, wrote:

Good afternoon Ms. Galeotti,

Thanks for your questions and comments. I will add your message to the public record for the ADU amendments, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

The attached draft text proposes to remove that provision, showing additions in underlined text and deleted text struck through (page 16). A home occupation is described and regulated in sections [17C.340.100](#), [17C.340.110](#), and [17C.340.120](#) of the Spokane Municipal Code. In the March 23 workshop with the Plan Commission, the members discussed the changing nature of business practices, and some suggested this provision was no longer necessary in the ADU chapter. You may view the recording on the [project webpage](#) at the link below if you are interested.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and I have added you to the contact list for notice of future opportunities.

I hope this helps,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development

509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Alice Galeotti <agaleotti612@gmail.com>
Sent: Friday, April 22, 2022 12:00 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Comment on ADU draft plan

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good morning,

Regarding 17C.300.130 Development Standards, Sec A3, why is an ADU prohibited if the homeowner has a "home occupation"? And, what is the definition of home occupation? Does this mean I am prohibited from putting an ADU on my property if I work from a home office as a realtor, for example? Or have a business involving writing where I use my home office? This section is vague and frankly, seems unnecessary. Please explain.

Thank you,
Alice Galeotti

From: [Planning Services Development Code](#)
To: DWatkins@spokanerealtor.com
Subject: RE: Comments for proposed code changes
Date: Tuesday, April 26, 2022 2:45:00 PM

Good afternoon Darin,

Thanks for your comment. I will add it to the public record for the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and the City has you on its contact list for notice of future opportunities.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Darin Watkins <DWatkins@spokanerealtor.com>
Sent: Friday, April 22, 2022 1:19 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Comments for proposed code changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

A severe lack of housing in Spokane has become the greatest single challenge of our times.

National averages show the City of Spokane should have 114,000 housing units. Instead, we have 89,000.

This leads to dramatically increased greenhouse gas emissions from commuters buying homes in neighboring communities, increases the gap in housing equity, and has been shown to be one of the key contributors to homelessness.

The proposed solutions are truly just a first step. And in many cases, simply update our current codes to match state requirements.

PLEASE support these changes. We MUST do what we can to solve our housing crisis.

Darin Watkins

Governmental Affairs Director

Spokane Association of REALTORS®

(509) 595-2012 (cell)

From: [Planning Services Development Code](#)
To: [Gene Brake](#)
Subject: RE: Shaping Spokane Housing
Date: Tuesday, April 26, 2022 2:48:00 PM

Hi Gene,

Thanks for your comment. I will add it to the public record for all of the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and I have added the genebrake.re@gmail.com address to the contact list for notice of future opportunities.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Gene Brake <genebrake.re@gmail.com>
Sent: Friday, April 22, 2022 10:34 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Shaping Spokane Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I do not support several parts of Phase 1 of the Housing Action Plan. I oppose and will actively work against any effort to expand Short Term Rentals, allow ADUs without the owner occupancy requirement and include duplexes in all Residential zones unless there are some limitations.

All three of these proposals will negatively impact housing availability, promote additional escalating home prices and negatively impact neighborhoods by encouraging out of area investors.

All of these will exacerbate the housing shortage and lead to net loss of affordable housing and more homeless neighbors.

Thank you,
Gene Brake
www.genebrake.com

www.corbinpark.net

509-981-5555



601 W 1st Ave, Ste 1400
Spokane, WA 99201

"IMPORTANT NOTICE: Never trust wiring instructions sent via email. Always independently confirm wiring instructions in person or via a telephone call to a trusted and verified phone number. Never wire money without double-checking that the wiring instructions are correct."



April 25, 2022

Spokane Planning Commission
808 Spokane Falls Blvd
Spokane WA 99201

Commission,

The Spokane Low Income Housing Consortium is a membership organization made up of over 25 organizations that design, build and support low income housing in Spokane. Our mission is to support all affordable housing and we know and unanimously support the phase one changes in Shaping Spokane!

We are writing this letter to support the changes to the Short Plat process (less notification), increasing the threshold for SEPA reviews on apartments to match the State and we believe that ADU's should be easier to produce.

I was the original sponsor of the neighborhood notification bill in 2014 and have a unique perspective on how a housing market has been stymied by folks who want to keep the status quo. Market rate apartments, house rentals and home ownership are all important to the system.

Studies and real world law changes clearly show that if you eliminate the owner occupancy requirement on ADU's, permits will go up. All three of these changes are designed to increase supply. Increasing supply in every way possible is necessary when rents and ownership have increased by over 50% in the last 24 months.

Housing is system and ownership and rental matter. These are just the first code changes in many. I urge you to pass these fast so we can get to other bigger changes.

Sincerely

A handwritten signature in blue ink, appearing to read "Ben Stuckart".

Ben Stuckart, Executive Director
Spokane Low Income Housing Coalition

CC:

Steve McDonald, City of Spokane
Spencer Gardner, City of Spokane

From: [Beck, Amanda](#)
To: [Carol Tomsic](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: Comment on Residential Code Changes Plan Commission Meeting 4/27/22 at 2pm
Date: Wednesday, April 27, 2022 9:38:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Carol,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. You can find meeting information on the [Plan Commission webpage](#), which will be held as a hybrid in-person and virtual meeting.

Draft code for attached homes and duplexes are not currently scheduled for public hearing, but we will notify the email list once we have a date for those topics. Plan Commission will be further discussing design standards for all residential building types (detach and attached single-family as well as duplexes) at our meeting today, Wednesday 4/27.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Carol Tomsic <carol_tomsic@yahoo.com>
Sent: Tuesday, April 26, 2022 11:05 PM
To: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>; Plan Commission <eraplanc@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>; Wilkerson, Betsy <bwilkerson@spokanecity.org>; Beggs, Breean <bbeggs@spokanecity.org>
Cc: Marilyn <mdlloyd@comcast.net>; Mary Winkes - Manito/Cannon Hill <mmcsपो@yahoo.com>; Cortright, Carly <ccortright@spokanecity.org>
Subject: Comment on Residential Code Changes Plan Commission Meeting 4/27/22 at 2pm

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Comment on Residential Code Changes Plan Commission Meeting 4/27/22 at 2 pm

Duplexes in Residential Zones

I support affordable housing. I raised my son in the Lincoln Heights neighborhood as a single-working mother. I was fortunate to buy a house before the housing prices skyrocketed. I want other families to experience the joy of home-ownership and raising a family in a walkable, bicycle-friendly neighborhood with a thriving center-core.

I also want our neighborhood to be a place where single people and empty nesters can afford to live and support our center-core.

I just ask that the city ensure developers construct housing in our neighborhood that is similar to a single-family home as to add to the quality of our established neighborhood and gently increase the density of residential zones, like stated in the info sheet.

I support smaller, more affordable duplexes in a single family neighborhood, so home-ownership remains viable in my neighborhood.

Attached Housing

The Lincoln Heights neighborhood is dominated by single-family homes.

I would like to request the city notify residents of a proposed 4-unit attached house in a single-family zoning to allow public comments. It would ensure the new housing will be well-designed and add to the quality of the established neighborhood, as stated in the info sheet.

Short Plat Application Process

I would like to request the city retain the notice of application for short plats that create only two lots, or for shot plats with only minor engineering review.

Our neighbors may be aware of any historic significance on the affected neighborhood lots, including historically walked across trails. I don't want our neighborhood to lose an opportunity to protect a feature on the lots during the short plat process.

Thank you!

Carol Tomsic
resident

From: [Gene Brake](#)
To: [Deasy, Annie](#)
Cc: [Antonia DePasquale](#); [Barbara Biles](#); [Bill Heaton](#); [Black, Tirrell](#); [Charles Hansen](#); [Christopher Savage](#); [Chuck Milani](#); [Cliff Winger](#); [Comstock \(comstockneighborhoodcouncil@gmail.com\)](#); [Doug Tompkins](#); [Freibott, Kevin](#); [Byrd, Giacobbe](#); [Greg Francis](#); [Kosanke, Katie](#); [Kelly Cruz](#); [Laura Mincks](#); [McInnis, Bonnie](#); [Molly Marshall](#); [Nicola J Payette](#); [Pat Rooks](#); [Patricia Hansen](#); [Paul Kropp/Southgate](#); [Rachelle Bradley](#); [Robynn Sleep](#); [Teresa Kafentzis](#); [Terry Black](#); [Tiffany Picotte](#); [Timothy Diko](#); [Tom Powell-Emerson Garfield](#); [Gwinn, Nathan](#)
Subject: Re: Presentation - Land Use Committee
Date: Thursday, April 28, 2022 7:53:09 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Annie,

Thank you for sharing this. I'm disappointed planning has decided to move forward with a very developer friendly plan and yet most anti neighborhood plan possible in this first Phase. These plans do nothing to increase the number of low income units, yet will absolutely result in the loss of homes when developers and investors begin buying up single family homes. We all know this wont impact most of the South Hill but will decimate the Northside neighborhoods, especially Emerson Garfield.. Where are some of the most affordable homes at present in Spokane that would be Emerson Garfield, well you can kiss them goodbye.

As we see modest historic homes bulldozed we can at least sleep well knowing developers and investors made money. :(Families? Nah, they have to live with the progress. Shameful really.

Gene Brake
 Housing Action Subcommittee member
 Emerson Garfield Neighborhood Council - Treasurer
 Corbin Park Homeowners Association - Vice President

On Thu, Apr 28, 2022 at 3:01 PM Deasy, Annie <adeasy@spokanecity.org> wrote:

Good afternoon Land Use Committee Representatives,

Nathan Gwinn from Planning Services has requested that the attached presentation slides be shared with the committee.

Best,

Annie



Annie Deasy | City of Spokane | Community Programs Coordinator

Working Remotely, Off on Fridays | 509.625.6343 | mobile 509.504.3475 | adeasy@spokanecity.org | spokanecity.org



May 3, 2022

Spokane Planning Commission
808 Spokane Falls Blvd
Spokane WA 99201

Commission,

The Spokane Regional Continuum of Care manages and distributes \$4.3 million annually of HUD's Homelessness service funds. Housing is the end goal of all the interventions funded by the CoC. Finding someone a stable place to call home is the purpose of the CoC's work. This means that our work is intricately connected to the state of Spokane's Housing Market.

We are writing this letter to support several changes that would help increase housing inventory. These include changes to the Short Plat process, increasing the threshold for SEPA reviews on apartments, and making ADU's easier to produce.

The CoC's chairperson was the original sponsor of the neighborhood notification bill in 2014 and has a unique perspective on how our housing market has been stymied by residents who want to maintain the status quo. Reducing notification requirements for Short Plats would be one step in the right direction to increasing housing availability. CoC programs can help fewer people the more market rate rents skyrocket. Increasing the threshold for SEPA reviews to match existing state requirements makes sense and would help to increase housing availability and reduce rental rates. Studies and real-world experience looking at changes to relevant laws clearly show that if the owner occupancy requirement for ADU's is eliminated, applications for permits will increase.

Increasing supply in every way possible is necessary as rents and housing prices have increased by over 50% in the last 24 months. These three changes will help to increase the supply of housing in our community which is desperately needed. These are just a few code changes that are needed to help address the current housing crisis. We urge you to pass these changes as soon as possible so we can focus on larger changes that are needed to address this crisis that impacts our entire community.

Sincerely,

The Spokane Regional Continuum of Care

CC:

Steve McDonald, City of Spokane
Spencer Gardner, City of Spokane

From: [Gardner, Spencer](#)
To: [Beck, Amanda](#); [Churchill, Jackie](#); [Gwinn, Nathan](#)
Subject: FW: Comments on Code Amendments
Date: Wednesday, May 4, 2022 3:59:42 PM
Attachments: [Building Site Coverage in RSF Limits ADU Development.pdf](#)

New comment for the public record. Another one to follow.

Spencer Gardner | Director | Planning Services
 Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

From: Jim Frank <jfrank@greenstonehomes.com>
Sent: Wednesday, May 4, 2022 1:01 PM
To: Gardner, Spencer <sgardner@spokanecity.org>
Cc: Ben Stuckart <benstuckart@gmail.com>; Michelle Pappas <michelle@futurewise.org>; Darin Watkins <dwatkins@spokanerealtor.com>
Subject: Comments on Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Spencer Gardner and Plan Commission:

I am very interested in the code amendments necessary to encourage infill development, having been involved in these efforts for more than 10 years.

I regrettably will not be able to testify in person as I have a hearing before the NPAC committee this afternoon at the same time as the Plan Commission public hearing.

These are complex matters and it is discouraging that so little time is being allowed between the finalization of the staff and Commission recommendations and the notice provided to the public. It is also discouraging that these changes are being made without any outreach to the architects, developers and contractors who will have to navigate the code and are familiar with the restrictions that are limiting infill development in the community.

In general I assume the purpose of the recommended changes is to significantly increase infill development in the community. In order for this to be achieved two things will be necessary: First, the regularity framework must be simple, clear and understandable to those looking to make infill investment. Lack of clarity and uncertainty will discourage investment more often than the actual code substance. Second, the code must “encourage” the investment you desire not merely “permit” the investment. These are very different. While I understand this is the beginning of a process and that change will be incremental, What is being proposed in these current changes fall short on both counts.

I am fully supportive of the recommendation to do away with the lot transition rules. This is long overdue. The worst part of the rules is not the substance (this will probably not impact more than about 10 units per year), but the message that it sends that “small homes on small lots” are a

problem that needs to be avoided and the code is here to protect you. This message is not only blatantly false, but enables structural inequality in housing policy.

The proposed changes around short plats, ADU development and attached housing fall very short of what is necessary.

Short Plats: The changes being proposed add to the complexity of the regulatory framework. The process for exempting 2 lot short plat from the public notice requirement is simply not worth the effort and complexity it entails. It is far more effective to simply make a short plat a Type I permit (rather than Type II). This avoids the public notice requirement and it significantly reduces the fees. If the short plat requires SEPA then a SEPA public notice maybe required, which is a separate and normal process. A Type I permits still has engineering review where required. What is being proposed is simply not worth the effort and will not benefit more than a small number of projects. RCW 58.17 allows jurisdictions to adopt a streamlined process for short plats. The danger of adopting what has been proposed is that it will close the door to the real and necessary changes that are required.

ADU Development: While some of the changes proposed for ADU development are beneficial (removal of the occupancy requirement), in total the regulation is overly complex and confusing. The biggest deterrent is building site coverage. The building site coverage in the Spokane SMC is by far the most restrictive in the region. In most instances common development of a home and garage will push up against the site development standards. This is illustrated in the attached exhibit. In nearly all cases there is no “excess building site coverage” available for ADU development. In realty you need a small house on a larger lot to have available site coverage for a 600-800SF ADU. While the new code amendments allow 15% to 20% site coverage for an ADU, that is very misleading. The total of the house, garage and ADU still have to meet to code site coverage which is very restrictive. You can see on the exhibit that a small 1500SF 3 bedroom house on a 5000 SF lot will have a site coverage of 39.6%. The total allowable site coverage on a 5000SF lot is 45%, insufficient for an ADU. For this to work the site coverage in table SMC 17C.110-3 needs to be amended to 55% as a minimum. That would be consistent with Spokane County and the City of Spokane Valley. The FAR standards add even more confusion. An FAR of .5 is ridiculously low for infill development which often requires two or three level development on small lots. It is far simpler to make the changes to FAR on Table SMC 17C.110-3 applicable to all development. Other jurisdictions have greatly simplified the process around ADU development. Spokane needs to do the same.

Attached Housing: There are lots of nice words about allowing more attached units without going through a PUD, however you are still required to meet all of the standards in Table SMC 17C.110-3. Attached housing is not possible without revision of the lot size, lot dimensional standards, site coverage, and FAR standards. These are not addressed in any way. It is misleading to say attached housing is being allowed without the required changes to the development standards necessary for such development to occur. For example, an interior townhome unit would like require a lot size as 1500 SF, lot width of 16 feet, site coverage of 80% and FAR of 1.0. The attached housing you see happening in Kendall Yards is possible only because we received a PUD approved that exempts us from nearly all of the development standards in Table 17C.110-3.

I am all in favor of incremental approach to code development, however when we undertake revision in a narrow area we need to address it in the best long term manner.

Thanks, Jim

Building Site Coverage in RSF Limits ADU Development

Lot Size	House, SF	Garage, SF	ADU, SF	Total Building Coverage, SF	Building Coverage, %, w/ADU	Building Coverage%.W/O add
3000	1000	320	600	1920	64%	44.0%
4350	1300	400	600	2300	52.9%	39.1%
5000	1500	480	600	2580	51.6%	39.6%
			800	2780	55.6%	
6000	1750	625	600	2975	49.6%	39.6%
			800	3175	52.9%	
7000	2000	750	600	3350	47.9%	39.3%
			800	3550	50.7%	
						Spokane County Building Site Coverage
						Spokane Valley Building Site Coverage

Lot Size	Permitted Site Coverage
3000	1500.0
	50.0%
4350	2006.3
	46.1%
5000	2250.0
	45.0%
6000	2600
	43.3%
7000	2950.0
	42.1%
	55.0%%
	50% (8du/acre) and 60% (10du/acre)

From: [Gardner, Spencer](#)
To: [Beck, Amanda](#); [Churchill, Jackie](#); [Gwinn, Nathan](#)
Subject: FW: Comments on Code Amendments
Date: Wednesday, May 4, 2022 4:00:17 PM
Attachments: [Building Site Coverage in RSF Limits ADU Development.pdf](#)

Follow up comment.

Spencer Gardner | Director | Planning Services
 Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

From: Darin Watkins <DWatkins@spokanerealtor.com>
Sent: Wednesday, May 4, 2022 1:22 PM
To: Jim Frank <jfrank@greenstonehomes.com>
Cc: Gardner, Spencer <sgardner@spokanecity.org>; Ben Stuckart <benstuckart@gmail.com>; Michelle Pappas <michelle@futurewise.org>
Subject: Re: Comments on Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Jim, we could not be more in support of your position. In order to facilitate more housing, we need to keep these amendments and changes as simple as possible. Many of the changes are needed to stay within the guidelines of state law.

There are many new and very reasons to be talking about infill, ADU's and other needs. Underlying it all, is the tremendous need for housing that overrides so many of our conversations. We must do everything we can as quickly as we can to relieve the suffering for so many

Darin Watkins

Government Affairs Director
 Spokane Association of REALTORS®
 P: [509\) 326-9222 ext. 203](tel:5093269222)

On May 4, 2022, at 4:01 PM, Jim Frank <jfrank@greenstonehomes.com> wrote:

Spencer Gardner and Plan Commission:

I am very interested in the code amendments necessary to encourage infill development, having been involved in these efforts for more than 10 years.
 I regrettably will not be able to testify in person as I have a hearing before the NPAC committee this afternoon at the same time as the Plan Commission public hearing.

These are complex matters and it is discouraging that so little time is being allowed between the finalization of the staff and Commission recommendations and the notice provided to the public. It is also discouraging that these changes are being made without any outreach to the architects, developers and contractors who will have to navigate the code and are familiar with the restrictions that are limiting infill development in the community.

In general I assume the purpose of the recommended changes is to significantly increase infill development in the community. In order for this to be achieved two things will be necessary: First, the regularity framework must be simple, clear and understandable to those looking to make infill investment. Lack of clarity and uncertainty will discourage investment more often than the actual code substance. Second, the code must “encourage” the investment you desire not merely “permit” the investment. These are very different. While I understand this is the beginning of a process and that change will be incremental, What is being proposed in these current changes fall short on both counts.

I am fully supportive of the recommendation to do away with the lot transition rules. This is long overdue. The worst part of the rules is not the substance (this will probably not impact more than about 10 units per year), but the message that it sends that “small homes on small lots” are a problem that needs to be avoided and the code is here to protect you. This message is not only blatantly false, but enables structural inequality in housing policy.

The proposed changes around short plats, ADU development and attached housing fall very short of what is necessary.

Short Plats: The changes being proposed add to the complexity of the regulatory framework. The process for exempting 2 lot short plat from the public notice requirement is simply not worth the effort and complexity it entails. It is far more effective to simply make a short plat a Type I permit (rather than Type II). this avoids the public notice requirement and it significantly reduces the fees. If the short plat requires SEPA then a SEPA public notice maybe required, which is a separate and normal process. A Type I permits still has engineering review where required. What is being proposed is simply not worth the effort and will not benefit more than a small number of projects. RCW 58.17 allows jurisdictions to adopt a streamlined process for short plats. The danger of adopting what has been proposed is that it will close the door to the real and necessary changes that are required.

ADU Development: While some of the changes proposed for ADU development are beneficial (removal of the occupancy requirement), in total the regulation is overly complex and confusing. The biggest deterrent is building site coverage. The building site coverage in the Spokane SMC is by far the most restrictive in the region. In most instances common development of a home and garage will push up against the site development standards. This is illustrated in the attached exhibit. In nearly all cases

there is no “excess building site coverage” available for ADU development. In reality you need a small house on a larger lot to have available site coverage for a 600-800SF ADU. While the new code amendments allow 15% to 20% site coverage for an ADU, that is very misleading. The total of the house, garage and ADU still have to meet to code site coverage which is very restrictive. You can see on the exhibit that a small 1500SF 3 bedroom house on a 5000 SF lot will have a site coverage of 39.6%. The total allowable site coverage on a 5000SF lot is 45%, insufficient for an ADU. For this to work the site coverage in table SMC 17C.110-3 needs to be amended to 55% as a minimum.

That would be consistent with Spokane County and the City of Spokane Valley. The FAR standards add even more confusion. An FAR of .5 is ridiculously low for infill development which often requires two or three level development on small lots. It is far simpler to make the changes to FAR on Table SMC 17C.110-3 applicable to all development. Other jurisdictions have greatly simplified the process around ADU development. Spokane needs to do the same.

Attached Housing: There are lots of nice words about allowing more attached units without going through a PUD, however you are still required to meet all of the standards in Table SMC 17C.110-3. Attached housing is not possible without revision of the lot size, lot dimensional standards, site coverage, and FAR standards. These are not addressed in any way. It is misleading to say attached housing is being allowed without the required changes to the development standards necessary for such development to occur. For example, an interior townhome unit would like require a lot size as 1500 SF, lot width of 16 feet, site coverage of 80% and FAR of 1.0. The attached housing you see happening in Kendall Yards is possible only because we received a PUD approved that exempts us from nearly all of the development standards in Table 17C.110-3.

I am all in favor of incremental approach to code development, however when we undertake revision in a narrow area we need to address it in the best long term manner.

Thanks, Jim

Building Site Coverage in RSF Limits ADU Development

Lot Size	House, SF	Garage, SF	ADU, SF	Total Building Coverage, SF	Building Coverage, %, w/ADU	Building Coverage%.W/O add
3000	1000	320	600	1920	64%	44.0%
4350	1300	400	600	2300	52.9%	39.1%
5000	1500	480	600	2580	51.6%	39.6%
			800	2780	55.6%	
6000	1750	625	600	2975	49.6%	39.6%
			800	3175	52.9%	
7000	2000	750	600	3350	47.9%	39.3%
			800	3550	50.7%	
						Spokane County Building Site Coverage
						Spokane Valley Building Site Coverage

Lot Size	Permitted Site Coverage
3000	1500.0
	50.0%
4350	2006.3
	46.1%
5000	2250.0
	45.0%
6000	2600
	43.3%
7000	2950.0
	42.1%
	55.0%%
	50% (8du/acre) and 60% (10du/acre)

Beck, Amanda

From: Beck, Amanda
Sent: Wednesday, May 11, 2022 9:11 AM
To: Carol Tomsic
Cc: Gwinn, Nathan
Subject: RE: Plan Commission Hearing 5/11/22 on Phase One Residential Development Code

Hi Carol,

Thank you for providing public comment on proposed revisions to short plat notifications that are a part of [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission for tonight's public hearing.

In case you need it, you can find tonight's meeting information on the [Plan Commission webpage](#), which will be held as a hybrid in-person and virtual meeting. The public hearing starts at 4:00 pm.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Carol Tomsic <carol_tomsic@yahoo.com>
Sent: Tuesday, May 10, 2022 11:13 PM
To: Plan Commission <eraplanc@spokanecity.org>
Cc: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>; Marilyn <mdlloyd@comcast.net>; Mary Winkes - Manito/Cannon Hill <mmcsपो@yahoo.com>
Subject: Plan Commission Hearing 5/11/22 on Phase One Residential Development Code

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Comment on the proposed changes to the Short Plat Application Process

I request the city retain the notice of application for short plats that create only two lots, or for short plats with only minor engineering review.

Our neighborhood has lots that are undeveloped and forested.

The current short plat process notification allows our neighborhood to preserve any historic significance on proposed short plats, including historically walked across trails. A 400 feet notification, without any other notification to residents within the area, may result in a loss of an opportunity to protect a feature on lots during the short plat process.

And, the current short plat process prepares our residents for the proposed code amendments changes that may occur on a lot afterwards.

Thank you
Carol Tomsic
resident

Beck, Amanda

From: Planning Services Development Code
Sent: Wednesday, May 11, 2022 9:07 AM
To: Matt Side
Cc: Gwinn, Nathan
Subject: RE: Public Comment Spokane City Plan Commission hearing scheduled for 4 p.m. May 11, 2022,

Hi Matt,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission for tonight's public hearing, and also the future hearing for the remaining code topics.

If you're interested, you can find tonight's meeting information on the [Plan Commission webpage](#), which will be held as a hybrid in-person and virtual meeting.

Draft code for attached homes and duplexes are not currently scheduled for public hearing, but we will notify the email list once we have a date for those topics.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Matt Side <matt@evoreal.com>
Sent: Tuesday, May 10, 2022 8:24 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Public Comment Spokane City Plan Commission hearing scheduled for 4 p.m. May 11, 2022,

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello My Name is Matt Side. I am a life long resident of Spokane. I am in favor of the proposed changes the Spokane City Plan Commission is considering when it comes to accessory dwelling units and lot size transition. One of the challenges that I think most of us are very aware of is a tight housing supply making it more and more difficult for home purchasers and tenants. I appreciate the Spokane City Council and the Spokane City Plan Commission reaching out to other communities that have gone before us in creating housing opportunity. As I write this comment I am sitting at my brothers apartment in Columbia City just south of Seattle. Ten years ago this was considered a very rough part of Seattle. However, as they have allowed mixed use and stacked flat development it has quickly become a desirable place to live. It is critical to our growth as a community to create neighborhood havens that encourage reinvestment into our local economy. Townhomes, stacked flats, and Accessory Dwelling Units with fewer restrictions in addition to investing in our smaller neighborhood commercial zones will open up housing accessibility and encourage people to stay in their communities and not always have to drive across town for the services they need. The state of Washington legislature was unable this last session to pass a missing middle housing bill which was intended to help solve so many of these issues. That inability to take action at the state level reinforces the need for the local governments to make adjustments

to zoning and building regulations that allow us to leverage the property we have inside the city instead of continuing to sprawl outward. Thank you for considering these changes to Spokane.

Matt Side

509-220-3961 Cell

509-747-1101 X 3 Office

509-271-0037 Fax

matt@evoreal.com



**Spokane Tribe of Indians
Tribal Historic Preservation Officer**

P.O Box 100 Wellpinit WA 99040

April 5, 2022

To: Amanda Beck, Planner II

**RE: Shaping Spokane Housing Residential Development Code Amendments for
Accessory Dwelling units, Lots Size Transition and Short Plats**

Ms. Beck,

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.

As you know that the Spokane Tribe use of these area's was extensive in years prior to arrival of euro- Americans clearly the Spokane area was a great place of cultural and economic importance to our tribe an research and plan early.

Recommendation: Case by Case review on each project and may require cultural surveys or monitoring.

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 in protecting our shared heritage.

If questions arise, please contact me at (509) 258 – 4222.

Regards,

Randy Abrahamson
Tribal Historic Preservation Officer (T.H.P.O.)



STREET DEPARTMENT
901 N. NELSON ST.
SPOKANE, WASHINGTON
99202-3769
509.232.8800
FAX 509.232.8830

E-2

DATE: April 12th, 2022
TO: Amanda Beck, Development Services
FROM: Bobby Halbig, Street Department
SUBJECT: Plan Review
PROJECT #: Residential Dev Code Amendments

We have reviewed the amendments and have the following comment(s).

General

- 1 They need to evaluate the impact of smaller lot size on the ability to accommodate driveways, tree requirements and signing.
- 2 17C.300.130.A5.2(b) needs to say that no additional off street parking as long as on street parking is available on both sides of the street according to 17H.010.120.

Val Melvin, P.E.

Gerald Okihara, P.E.

Ken Knutson, P.E.

Marcus Eveland

From: [Studer, Duane](#)
To: [Gardner, Spencer](#); [Beck, Amanda](#); [Nilsson, Mike](#)
Cc: [Morris, Mike](#); [Hanson, Rich](#); [Saywers, John](#); [Brown, Eldon](#); [Gwinn, Nathan](#); [Black, Tirrell](#)
Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)
Date: Tuesday, May 3, 2022 4:26:59 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Thanks All.

I just wanted to understand the change from quantitative to qualitative language. Perhaps adding “parcels with utility mains frontage” or “parcels with direct water and sewer main frontage” would be more clear.

Much Obligated,
 Duane.

From: Gardner, Spencer <sgardner@spokanecity.org>
Sent: Tuesday, May 3, 2022 9:35 AM
To: Beck, Amanda <abeck@spokanecity.org>; Nilsson, Mike <mnilsson@spokanecity.org>; Studer, Duane <dstuder@spokanecity.org>
Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>; Gwinn, Nathan <ngwinn@spokanecity.org>; Black, Tirrell <tblack@spokanecity.org>
Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Hi all. I agree with the previous replies. Just wanted to reiterate that the “minor engineering review” category is ultimately just a method for charging different fees and imposing different noticing requirements. The process for engineering review will be unchanged.

Spencer Gardner | Director | Planning Services
 Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

From: Beck, Amanda <abeck@spokanecity.org>
Sent: Tuesday, May 3, 2022 8:35 AM
To: Nilsson, Mike <mnilsson@spokanecity.org>; Studer, Duane <dstuder@spokanecity.org>
Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>; Gardner, Spencer <sgardner@spokanecity.org>; Gwinn, Nathan <ngwinn@spokanecity.org>; Black, Tirrell <tblack@spokanecity.org>
Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Duane,

I attached the updated text (see Option 17G.2 on page 18-19), which Mike explained the logic behind. We drafted the new text to align with the internal review process for “easy” short plats that didn’t need to extend ROW/water/sewer/other utilities/easements versus those that require multiple reviews and require more staff time. So, we tried to create text that reflected actual processes.

Hope that addresses your questions, if not please let me know.

Thanks,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



FIND US



LIKE US



FOLLOW US

From: Nilsson, Mike <mnilsson@spokanecity.org>

Sent: Tuesday, May 3, 2022 7:03 AM

To: Studer, Duane <dstuder@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>

Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>

Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Eldon and I have been talking with Long Range Planning, the lots defined as requiring minor engineering review are those that have sewer/water mains currently adjacent to them (i.e., no main extensions required, utility easements proposed, etc.). The idea is for those parcels with standard service connections, the process can be streamlined from the engineering side. Everything else will follow our current review process.

Hope that helps clarify.

From: Studer, Duane <dstuder@spokanecity.org>

Sent: Monday, May 02, 2022 5:29 PM

To: Beck, Amanda <abeck@spokanecity.org>; Nilsson, Mike <mnilsson@spokanecity.org>

Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>

Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Amanda / Mike,

1. How does the “minor engineering review” in the proposed changes get quantified so that the level of effort and time to review for utilities is assessed?
2. Would there still be normal internal review time (e.g. for side sewers, water services, etc.)?

Duane.

pattern.

- Short Plat Notification
 - Notification and commenting requirements for short subdivisions would be streamlined to reduce the cost and time associated with short subdivisions.
 - For developments creating ~~only two lots~~ the requirement to send a notice of application, complete a site posting, and hold a public comment period would be removed.
 - For developments creating ~~three to nine lots~~ the requirement to send a notice of application and hold a public comment period would be retained, but the site posting requirement would be removed.

lots with minor
engineering review,

lots subject to
standard
engineering review
or SEPA,

From: Churchill, Jackie <jchurchill@spokanecity.org>

Sent: Wednesday, April 27, 2022 8:56 AM

Subject: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions

Good Morning,

Please find attached the NonProject Determination of NonSignificance and SEPA checklist for the following proposal:

Proposal Name: Shaping Spokane Housing – Residential Development Code Revisions

Site Address: Citywide

Please direct any questions or comments to Assistant Planner II, Amanda Beck at abeck@spokanecity.org.

Thank you,



Jackie Churchill | Planning & Economic Development Services | Clerk III
509.625.6986 | fax 509.625.6013 | jchurchill@spokanecity.org



LAND USE GOAL LU 1 – CITYWIDE LAND USE.

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.

Land Use Policy 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.

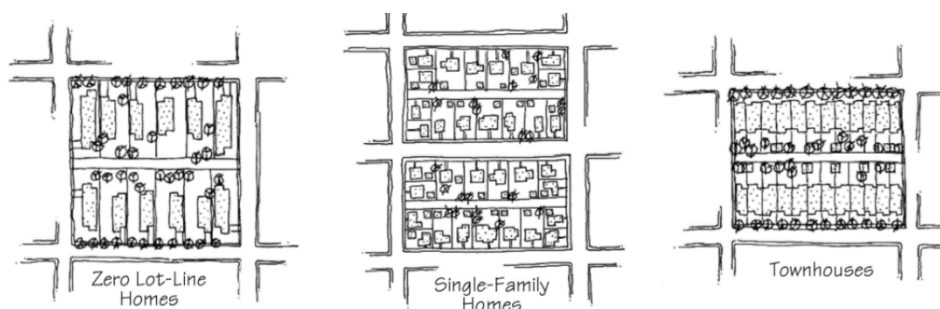
A coordinated system of open space, nature space, parks, and trails should be furnished with a neighborhood park within walking distance or a short transit ride of all residences. A readily accessible elementary school should be available for neighborhood children. Neighborhood streets should be narrow 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.

LAND USE GOAL LU 3 – EFFICIENT LAND USE.

Promote the efficient use of land by the use of incentives, density and mixed-use development in proximity to retail businesses, public services, places of work, and transportation systems.

Land Use Policy LU 3.6 – Compact Residential Patterns. *Allow more compact and affordable housing in all neighborhoods, in accordance with design guidelines.*

Discussion: Compact and affordable housing includes such choices as townhouses, accessory dwelling units (granny flats), live-work housing, triplexes, zero-lot line, starter, small-lot, and row houses.



HOUSING GOAL H 1 – HOUSING CHOICE AND DIVERSITY.

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.

Housing Policy 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.

Housing Policy 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.

Housing Policy H 1.20 – Accessory Dwelling Units. Allow one accessory dwelling unit as an ancillary use to single-family homes in all designated residential areas as an affordable housing option.

Discussion: Accessory dwelling units (ADUs) increase the amount and variety of available affordable housing. Increasing the variety of housing can help to satisfy changing family needs and the trend of smaller households. ADUs help provide an avenue for seniors, single parents, and families with grown children to remain in their homes and neighborhoods while obtaining extra income, security, companionship and services. Often ADUs allow a more efficient use of existing housing and infrastructure.

Accessory dwelling units should be built in a manner that does not adversely affect the neighborhood. They should be designed to be physically and visually compatible with surrounding structures.

CAPITAL FACILITIES AND UTILITIES GOAL CFU 4 – SERVICE PROVISION

Provide public services in a manner that facilitates efficient and effective delivery of services and meets current and future demand.

Capital Facilities and Utilities Policy CFU 4.1 – Compact Development. *Promote compact areas of concentrated development in designated centers to facilitate economical and efficient provision of utilities, public facilities, and services.*

Discussion: Infill and dense development should be encouraged where excess capacity is available since compact systems are generally less expensive to build and maintain.

Comment Log and Public Comments

Substantive Public Comments Received After May 11 Plan Commission - Updated 06/06/2022

	Date	Name	Topic(s)	Page
1	5/12/2022	Joan Hunt	STR, Other	2
2	5/20/2022	Jim Haines	Attached homes, Duplexes	20
3	5/28/2022	Shari Mcevoy	ADUs	22
4	5/30/2022	Carol Tomsic	Short Plat notification	24

Beck, Amanda

From: Beck, Amanda
Sent: Thursday, May 12, 2022 12:29 PM
To: Joan Hunt
Subject: RE: Support for short term housing changes

Hi Joan,

Thank you for providing public comment in support of short-term rental code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be included with the staff report to Plan Commission when a public hearing is scheduled.

You very thoughtfully lay out the complications of being a community landlord, and how the Covid pandemic impacted our housing market the past two years. We appreciate your perspective on this issue as we haven't heard as much on this topic from landlords.

Right now the draft code is in a sort of holding pattern, as we've heard a lot of push back from the public over concerns this is expanding a use that is negatively impacting the housing supply. The City is working to come up with additional draft code options that might address these concerns. Once we have additional options we would take them back to Plan Commission to workshop the language before the public hearing process. To help inform the workshop, we'll include comments received to date about short-term rentals to aid the Plan Commission in discussion on additional language.

Thanks for your investment and time as a landlord in Spokane.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Thursday, May 12, 2022 9:39 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Support for short term housing changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, Amanda.

We are writing as property owners who are in support of allowing short term housing in areas of Spokane that are currently zoned commercial or carry other zoning designations where residential housing can occur or is currently occurring. Our property is one 8-unit, mid-century apartment building on the lower South Hill. We also co-own one short term condo unit in

a residential area. We do not fall into the category of a home-owner with a single room to rent, nor a "big corporate Airbnb" investment operator seeking to set up tens or hundreds of units in the downtown core. We are neither a solution to homelessness nor a threat to hotels.

Over the last years of the pandemic, property owners, particularly those of us who are small business owners and have a single apartment building with fewer than 10 units, have been hit very hard with the burden of supporting our citizens who are renters by keeping them housed and preventing more homelessness. The state's more than 20-month long rent moratorium, along with the post-pandemic RCW's governing how we may manage our property have left many of us with increased debt, damaged property, lost revenue, legal debt, and now, post-moratorium, the costs of repairing damaged units, or simply doing deferred maintenance on our property during a very high inflationary period. (This, of course, is one reason rents have gone up again...our cost of business has gone up as well.)

Allowing short term housing in a building such as ours that is currently zoned Commercial/RO, would have zero negative impact on our neighborhood, where the bulk of other buildings are also residential units (including one large SNAP apartment building across the street) and allow us to create even more positive impact. Unlike long-term rentals, short term housing allows us to better maintain our property, monitor the use and safety of our units, keep safety risks and damage to a minimum, and actually improve the surrounding neighborhood. We know what it takes to run our business and we feel we should have the ability to decide if short term units would help us, and how many we would need to incorporate in our building to gain that benefit.

Long term residential property management always has challenges, but became particularly difficult during the pandemic. 2 of 8 units in our building housed tenants who stopped paying rent, didn't apply for rent relief, damaged our property, and posed safety risks to others in the building and the construction workers employed on a building renovation next to our property. However, because of the prevailing state moratorium, we could not get an attorney to take our case in order to evict these tenants and even if we could have retained someone, we were told the timeline for the process would be very costly and take about 6 months if they were successful. (These were not frivolous cases; in one case, a gun was fired on two occasions on the property, and in the other, a worker was physically assaulted by our tenant, charges were pressed, and the police took the tenant to jail.) We lost other tenants in our building because of these 2 people, and when we finally were able to get the difficult tenants to vacate, we found thousands of dollars in damage in their units. (Including one broken brand new window; because of supply shortages, we had to wait 3 months just to receive the glass to repair it, which of course meant we had more lost revenue with an empty unit.) We were unable to recover any of the lost rent because the tenants moved, so we didn't qualify for any programs that were available for rent recovery. **This is just one story, but there are many like this from other owners as well.**

Short term housing can be a way for us to supplement our income to support our properties. I am not talking about drastically increasing our monthly personal income from this, I am speaking

about the need for income to simply maintain and pay our bills in order to hold on to our property. Yes, down the road we hope this increased income will become a retirement income, but still very modest by many standards. But what crime is in that - that is, to be responsible for one's own future by maintaining a small, high-quality business?

The State and City continually characterize the disease of homelessness as one that residential rental property owners somehow are responsible for curing, and now the City Council is apparently getting lots of input from those who advocate for the unhoused that changing short term rules will create even more problems, and that it shouldn't be allowed or at least should be heavily restricted or taxed even more. Selecting an arbitrary number of allowed short-term rental units in a building, or increasing fees to implement short term housing in the same, suggests that those making the rules have any idea of the economics of owning and managing a property. The intent of the State, and now our City Council, to lay the burden of homelessness at our feet is unconscionable. This problem has been around and growing since the financial crisis of 2008. Even though Spokane offers an incredible number of support options for homeless individuals, the fact that the City hasn't, even with all the non-profits, been able to come up with viable, LONG-TERM solutions to this issue, is no reason to turn to small property owners to take this burden from them. And it is farce to believe that the problem simply stems from a lack of housing. Restricting short term rentals, and increasing costs for property owners who choose this option is NOT the solution to this complex problem. Recognition is never given to the positive advantages that good quality, long and short-term housing provides in our area.

As small business owners with rental property, we create local jobs. We hire local, independant cleaners for cleaning our properties, and pay them more than twice the current minimum wage. We treat them with respect, we help them grow their businesses, (many are younger moms who want to create their own small businesses), and help them grow their hard and soft professional skills. We hire local companies to renovate and repair our property, we use a local professional property manager, and we hire a small painting company owned by a senior to do our painting (and all this at prevailing wages). We keep our property in excellent condition, it is safe, clean and monitored by us daily and we live nearby so we respond to any needs very quickly. We pay taxes, we give back to our community through charitable giving, and we spend our dollars locally with other small businesses in Spokane. We do our exterior property upkeep (lawn upkeep, snow removal, landscaping, cleaning up parking areas etc) ourselves and hire our high school aged niece and nephew to help us. We also co-own one short term condo rental unit in a residential area, and we do the same for that business. And in all this, we also pay our utility bills, our mortgages, our property taxes and for the short term rental, our city lodging and business taxes. Anyone who thinks that small business owners are lining their pockets with this work, has either never had the opportunity to talk with an owner or do this work themselves. I also challenge anyone to suggest that we tell grocery store owners, lawyers, retailers, restaurant owners or other small business owners that they have to be taxed more or limited in how they do their work because homeless persons need food, clothing and legal representation, and therefore these business owners must take on the weight of this problem.

The need for shorter term housing is real; traveling professionals doing contract work, entertainers who come to present the Best of Broadway series, families going through divorce needing housing, persons traveling to Spokane for medical care or visiting loved ones in the hospital, small groups or families traveling together, and travelers coming to spend money on tourism activities in our city are just some examples of people who want and need housing options. Hotels do not provide for the needs of every group. **And for what it may be worth, the taxes short term operators pay to the City are not insignificant.** It is not easy work, but it is satisfying to provide quality housing, to represent our city well, and improve our neighborhoods by our investment in them. We are not the terrible people we are often made out to be in news stories, nor are we mega landlords or absentee owners. (However, many local owners who were forced to sell their small rental properties during the pandemic, did indeed sell to cash investors from out of town...another sad loss created by the State, by legally binding property owners to subsidize non-paying tenants while offering no immediate balance of relief to owners, resulting in property owners who could not pay their bills being forced to sell.)

So often, property owners are cast as terrible "landlords" or "slum lords" while the homeless are cast as victims who have only come to their sad fate through no fault of their own; this is unfair to both groups, as both are diverse groups of individuals with varied needs and desires. This "good people, bad people" dynamic is simply an old trope that doesn't stand up and it is frustrating to read newspaper stories that represent such simplistic images. Of course it sells papers and makes the City look good to continue to engage in these myths (the latest story in The Inlander and quotes by Council President Beggs and Council Member Lori Kinnear are perfect examples). But the truth is that limiting short term housing, or increasing costs to those of us small owners who want to engage in it, is not a solution.

Obviously, we are in favor of expanding and modernizing the rules of short term housing. Please recognize that this method of housing is needed, it is a help to small business owners like we are, it supports investment in our local community, and it fills a need that does not exist in long term housing or hotels.

The changes brought into play by the pandemic have and will continue to shape the way people live, and it would benefit our community to recognize the larger narrative of how and why that is happening, in order to recognize the value and opportunity available in expanding short term housing options. This needs to happen concurrent with, but not as a threat to devising real, long term solutions to this problem of under housed people. We feel sure there is enough intelligence and imagination in our community to make this happen in the form of a win-win situation.

Thank you for your work on these changes; in our two conversations with individuals in the City Planning Department, we are encouraged by the level of thoughtful, intelligent work that has been done by your department to move this issue forward.

Respectfully,
Joan and Craig Hunt
Spokane

Beck, Amanda

From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Thursday, May 12, 2022 12:44 PM
To: Beck, Amanda
Subject: Re: Support for short term housing changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Thanks so much, Amanda.

I'm more than willing to contribute anything more if I can; I know this is challenging and efforts are being made to try to address many needs and concerns at once.

I have genuine concern that statements such as those made by Lori Kinnear and Breann Beggs in the recent Inlander article contribute to the public's perception that short term housing use is negatively impacting the local housing supply. Especially "affordable" housing, which is a topic that is in itself complex and I would venture to guess, most of the public does not understand in it's true definition as outlined by HUD.

I am also very concerned that our leadership seems ill-informed as well, and I am writing to Council President Beggs and Members Kinnear and Wilkerson, who are in my district, in an effort to provide my perspective as a small business and rental property owner.

Thank you for your work; I appreciate it as well as your communication.

Sincerely,
Joan

On Thu, May 12, 2022 at 12:29 PM Beck, Amanda <abeck@spokanecity.org> wrote:

Hi Joan,

Thank you for providing public comment in support of short-term rental code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be included with the staff report to Plan Commission when a public hearing is scheduled.

You very thoughtfully lay out the complications of being a community landlord, and how the Covid pandemic impacted our housing market the past two years. We appreciate your perspective on this issue as we haven't heard as much on this topic from landlords.

Right now the draft code is in a sort of holding pattern, as we've heard a lot of push back from the public over concerns this is expanding a use that is negatively impacting the housing supply. The City is working to come up with additional draft code options that might address these concerns. Once we have additional options we would take them back to

Plan Commission to workshop the language before the public hearing process. To help inform the workshop, we'll include comments received to date about short-term rentals to aid the Plan Commission in discussion on additional language.

Thanks for your investment and time as a landlord in Spokane.

Thank you,

Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | *main* 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Thursday, May 12, 2022 9:39 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Support for short term housing changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, Amanda.

We are writing as property owners who are in support of allowing short term housing in areas of Spokane that are currently zoned commercial or carry other zoning designations where residential housing can occur or is currently occurring. Our property is one 8-unit, mid-century apartment building on the lower South Hill. We also co-own one short term condo unit in a residential area. We do not fall into the category of a home-owner with a single room to rent, nor a "big corporate Airbnb" investment operator seeking to set up tens or hundreds of units in the downtown core. We are neither a solution to homelessness nor a threat to hotels.

Over the last years of the pandemic, property owners, particularly those of us who are small business owners and have a single apartment building with fewer than 10 units, have been hit very hard with the burden of supporting our citizens who are renters by keeping them housed and preventing more homelessness. The state's more than 20-month long rent moratorium, along with the post-pandemic RCW's governing how we may manage our property have left many of us with increased debt, damaged property, lost revenue, legal debt, and now, post-moratorium, the costs of repairing damaged units, or simply doing deferred maintenance on our property during a very high inflationary period. (This, of course, is one reason rents have gone up again...our cost of business has gone up as well.)

Allowing short term housing in a building such as ours that is currently zoned Commercial/RO, would have zero negative impact on our neighborhood, where the bulk of other buildings are also residential units (including one large SNAP apartment building across the street) and allow us to create even more positive impact. Unlike long-term rentals, short term housing allows us to better maintain our property, monitor the use and safety of our units, keep safety risks and damage to a minimum, and actually improve the surrounding neighborhood. We know what it takes to run our business and we feel we should have the ability to decide if short term units would help us, and how many we would need to incorporate in our building to gain that benefit.

Long term residential property management always has challenges, but became particularly difficult during the pandemic. 2 of 8 units in our building housed tenants who stopped paying rent, didn't apply for rent relief, damaged our property, and posed safety risks to others in the building and the construction workers employed on a building renovation next to our property. However, because of the prevailing state moratorium, we could not get an attorney to take our case in order to evict these tenants and even if we could have retained someone, we were told the timeline for the process would be very costly and take about 6 months if they were successful. (These were not frivolous cases; in one case, a gun was fired on two occasions on the property, and in the other, a worker was physically assaulted by our tenant, charges were pressed, and the police took the tenant to jail.) We lost other tenants in our building because of these 2 people, and when we finally were able to get the difficult tenants to vacate, we found thousands of dollars in damage in their units. (Including one broken brand new window; because of supply shortages, we had to wait 3 months just to receive the glass to repair it, which of course meant we had more lost revenue with an empty unit.) We were unable to recover any of the lost rent because the tenants moved, so we didn't qualify for any programs that were available for rent recovery. This is just one story, but there are many like this from other owners as well.

Short term housing can be a way for us to supplement our income to support our properties. I am not talking about drastically increasing our monthly personal income from this, I am speaking about the need for income to simply maintain and pay our bills in order to hold on to our property. Yes, down the road we hope this increased income will become a retirement income, but still very modest by many standards. But what crime is in that - that is, to be responsible for one's own future by maintaining a small, high-quality business?

The State and City continually characterize the disease of homelessness as one that residential rental property owners somehow are responsible for curing, and now the City Council is apparently getting lots of input from those who advocate for the unhoused that changing short term rules will create even more problems, and that it shouldn't be allowed or at least should be heavily restricted or taxed even more. Selecting an arbitrary number of allowed short-term rental units in a building, or increasing fees to implement short term housing in the same, suggests that those making the rules have any idea of the economics of owning and managing a property. The intent of the State, and now our City Council, to lay the burden of homelessness at our feet is unconscionable. This problem has been around and growing since the financial crisis of 2008. Even though Spokane offers an incredible number of support options for homeless individuals, the fact that the City hasn't, even with all the non-profits, been able to come up with viable, LONG-TERM solutions to this issue, is no reason to turn to small property owners to take this burden from them. And it is farce to believe that the problem simply stems from a lack of housing. Restricting short term rentals, and increasing costs for property owners who choose this option is NOT the solution to this complex problem. Recognition is never given to the positive advantages that good quality, long and short-term housing provides in our area.

As small business owners with rental property, we create local jobs. We hire local, independent cleaners for cleaning our properties, and pay them more than twice the current minimum wage. We treat them with respect, we help them grow their businesses, (many are younger moms who want to create their own small businesses), and help them grow their hard and soft professional skills. We hire local companies to renovate and repair our property, we use a local professional property manager, and we hire a small painting company owned by a senior to do our painting (and all this at prevailing wages). We keep our property in excellent condition, it is safe, clean and monitored by us daily and we live nearby so we respond to any needs very quickly. We pay taxes, we give back to our community through charitable giving, and we spend our dollars locally with other small businesses in Spokane. We do our exterior property upkeep (lawn upkeep, snow removal, landscaping, cleaning up parking areas etc) ourselves and hire our high school aged niece and nephew to help us. We also co-own one short term condo rental unit in a residential area, and we do the same for that business. And in all this, we also pay our utility bills, our mortgages, our property taxes and for the short term rental, our city lodging and business taxes. Anyone who thinks that small business owners are lining their pockets with this work, has either

never had the opportunity to talk with an owner or do this work themselves. I also challenge anyone to suggest that we tell grocery store owners, lawyers, retailers, restaurant owners or other small business owners that they have to be taxed more or limited in how they do their work because homeless persons need food, clothing and legal representation, and therefore these business owners must take on the weight of this problem.

The need for shorter term housing is real; traveling professionals doing contract work, entertainers who come to present the Best of Broadway series, families going through divorce needing housing, persons traveling to Spokane for medical care or visiting loved ones in the hospital, small groups or families traveling together, and travelers coming to spend money on tourism activities in our city are just some examples of people who want and need housing options. Hotels do not provide for the needs of every group. **And for what it may be worth, the taxes short term operators pay to the City are not insignificant.** It is not easy work, but it is satisfying to provide quality housing, to represent our city well, and improve our neighborhoods by our investment in them. We are not the terrible people we are often made out to be in news stories, nor are we mega landlords or absentee owners. (However, many local owners who were forced to sell their small rental properties during the pandemic, did indeed sell to cash investors from out of town...another sad loss created by the State, by legally binding property owners to subsidize non-paying tenants while offering no immediate balance of relief to owners, resulting in property owners who could not pay their bills being forced to sell.)

So often, property owners are cast as terrible "landlords" or "slum lords" while the homeless are cast as victims who have only come to their sad fate through no fault of their own; this is unfair to both groups, as both are diverse groups of individuals with varied needs and desires. This "good people, bad people" dynamic is simply an old trope that doesn't stand up and it is frustrating to read newspaper stories that represent such simplistic images. Of course it sells papers and makes the City look good to continue to engage in these myths (the latest story in [The Inlander](#) and quotes by Council President Beggs and Council Member Lori Kinnear are perfect examples). But the truth is that limiting short term housing, or increasing costs to those of us small owners who want to engage in it, is not a solution.

Obviously, we are in favor of expanding and modernizing the rules of short term housing. Please recognize that this method of housing is needed, it is a help to small business owners like we are, it supports investment in our local community, and it fills a need that does not exist in long term housing or hotels.

The changes brought into play by the pandemic have and will continue to shape the way people live, and it would benefit our community to recognize the larger narrative of how and why that is happening, in order to recognize the value and opportunity available in expanding short term housing options. This needs to happen concurrent with, but not as a threat to devising real, long term solutions to this problem of under housed people. We feel sure there is enough intelligence and imagination in our community to make this happen in the form of a win-win situation.

Thank you for your work on these changes; in our two conversations with individuals in the City Planning Department, we are encouraged by the level of thoughtful, intelligent work that has been done by your department to move this issue forward.

Respectfully,

Joan and Craig Hunt

Spokane

Beck, Amanda

From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Friday, May 13, 2022 3:21 PM
To: Beggs, Breean
Cc: Kinnear, Lori; Wilkerson, Betsy; Beck, Amanda; Gardner, Spencer
Subject: Re: Short Term Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good Morning, President Beggs.

Thank you for your reply. I am in agreement that updating the short term rental policies is necessary and I appreciate that all voices will be considered and I look forward to a possible forum.

With regard to your statement about other people just like me who say they see larger impact to adjoining properties - I'm not exactly sure what you mean by "just like me" since I am a property owner and I'm guessing that those who may complain of negative impacts are **not** the owners/operators of short term housing? For my part I can, without a doubt, say that the quality of my experience as an owner, and the safety and quality of life in my building as it relates to those who live there have improved with the addition of shorter term guests. There hasn't been any increase in vehicle traffic or number of people in my building, but the quality of guests are professional, quiet, and there with a specific purpose. They are courteous, follow our house rules, and express appreciation for having pleasant accommodations that suit their needs.

The fact that there are many single-family unregistered/unlicensed properties is interesting; I agree it needs to be remedied. If they are operating in residential zones that already have a pathway for registration, then I believe they should be enforced and I hope that is one area that could potentially be addressed right away, even prior to code changes.

I would not have an issue registering if I were allowed to have a short term unit in my zone, and since I am currently doing a monthly rental, I treat it as I do the long-term leases. However, because of the structure of the platform, we do pay all applicable short-term housing taxes to the city. If those unregistered residences were paying comparable taxes, would those funds, along (with all the other revenue from short-term rentals) be available to put toward your affordable housing fund?

Thanks again for your reply; I know this is a mult-faceted issue and I hope the solutions can address the needs of all.

Joan

On Fri, May 13, 2022 at 7:51 AM Beggs, Breean <bbeggs@spokanecity.org> wrote:

Thanks so much Joan. We are attempting to gather all the feedback from as many stakeholders as possible to guide as as we do what is best for the entire City. Your well articulated perspective will be very helpful. Once we have an actual proposal on the table, we will also likely schedule some type of public engagement forum where we can hear from you and others in real time.

I do want to point out that the eviction moratorium imposed by the State expired last year and I don't see it coming back. The City Council also distributed tens of millions of dollars in rental assistance to landlords to mitigate some of the losses they experienced during that moratorium. I also don't see regulation of short term rentals as a solution for homeless individuals, because they need below market housing. I have heard many concerns from people just like you that short term rentals do pose larger impacts to adjoining properties than regular rentals; and, that the loss of market rate housing is making it more difficult for everyday families to find vacant rental housing.

Last I checked, there where almost 800 single family market rate residential units being diverted into short term rentals. Only a fraction of them where actually registered and licensed with the City. It seems appropriate to update our polices and enforcement and I look forward to your continued input.

Best,

Breean Beggs

From: Joan Hunt <craigandjoanhunt@gmail.com>

Sent: Thursday, May 12, 2022 3:54 PM

To: Beggs, Breean <bbeggs@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>; Wilkerson, Betsy <bwilkerson@spokanecity.org>

Subject: Short Term Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Council President Beggs, and Council Members Kinnear and Wilkerson,

I am writing in response to the current conversation about changes to the City Code governing short term rentals and specifically to points brought up in the May 5, 2022 article in The Inlander, "Spokane may consider tweaking its Airbnb policy - if it can figure out what the current one is"

My husband and I are property owners who are in support of allowing short term housing in areas of Spokane that are currently zoned commercial or carry other zoning designations where residential housing is currently occurring. Our property is one 8-unit, mid-century apartment building on the lower South Hill in a Commercial/RO zoning. We have been told by City Planning that based on our zone, we can enter into leases of 30 days, but no less, so we have 2 units in our building that we have furnished and offer for extended stays and advertise through Airbnb. We also co-own one condo unit (for the last 9 months), in a residential area northwest of Kendall Yards that is currently a licensed short-term rental advertised through Airbnb. We do not fall into the category of a home-owner with a single room to rent, nor a "big corporate Airbnb" investment operator seeking to set up tens or hundreds of units in the downtown core. **We do**

our best to set our rents at rates that allow us to maintain our property, pay our mortgage and taxes, pay the professionals we have to hire to do work for us, pay our professional property management company, and create some reserve for unexpected expenses, but the economics of that do not make it possible for us to charge 'affordable housing' rates as defined by the local housing authority. So we don't fall into a category of those who, if they set up a short term rental, would be denying affordable housing by doing so.

In the 4 years we've owned the property, we have taken less than \$6500 a year from the property for personal income. In that same time, we have had to make improvements and updates to the interiors of every unit in our building as well as do roof repair and chimney repairs, replace all windows, siding, railings, stairs and decking, and prune large trees. This was because when we purchased the property from my dad's estate, he and my mom had provided low rental rates (if not officially "affordable housing"), for so long, that they could not manage to keep up with the severe needs of the building, and the deterioration and resulting costs for repair and maintenance were overwhelming. The same tenants who my mom would provide birthday cards and Christmas cakes for, told us they did not report maintenance issues for fear that "our rent would be raised", which is pretty frustrating to hear, but reveals a bit of a not-uncommon mindset that we've encountered with tenants. Two of these tenants lived in the building for more than 20 years each and when we took on the building, we were dismayed at the amount of damage that existed from tenant neglect. We have done this work because we care about it, we believe we are good at it, we enjoy contributing to the neighborhood, and hope that one day it supplements our income. However, if we have an opportunity to make our lives smoother by having the option of diversifying our mix of rental options, and that allows us more income, we would like to take it.

We are also among small property owners who sustained financial losses during the more than 20-month rental moratorium. Specifically we had 2 tenants who stopped paying rent, would not apply for assistance, posed physical threats to others in the building and to workers next door to our building, and whom we could not evict because even with "just cause", no attorney would take our cases during the moratorium. Even if they had, we were told it would be very costly, and because of state laws, would take 6 months or more to go through the process of eviction. When one of these tenants finally went to jail for assaulting a construction worker next door to our building, he decided to flee town after he was released so we got our apartment back. Our cost to repair damage to the unit was \$4000, we had to wait 3 months for the glass to replace a broken window so lost time to re-rent the unit, and the tenant left owing \$2400 in unpaid rent that we could not recover. The other tenant whose "friends" visited her often, and for whom the police and paramedics were called 3 separate times for drug overdoses, and who twice fired a gun on our property, was finally convinced by our property manager to move. She left damages that cost \$3500 to repair and unpaid rent in the amount of \$2200. Because of this one tenant's

behaviour and our inability to evict her, we lost 2 other good tenants, two of whom we let out of their leases without penalty because we also feared for their safety and in good conscience could not expect them to stay when we no longer had the ability to do what was needed to provide a safe environment.

This backstory leads to why we are supportive of opening up other zoning areas to shorter-term units; our property is already being used for residential purposes, it has no negative impact on the neighborhood, we can provide a needed housing opportunity, we have more control over who is in our property, we have the freedom to immediately remove anyone who poses a danger, we have the ability to keep our units maintained by being in them more frequently and cleaning them regularly, the rent money is guaranteed prior to occupancy, we don't have the problem of squatters, and the additional income helps us keep up with rising costs for maintaining our property. With regard to costs, as an example, over the past 4 years our cost to renovate a unit has more than doubled. In 2018 we paid \$22,000 to update a 65 year-old 1 bedroom unit and today it will cost us \$48,000. The economics of keeping up a property, while paying usual costs such as professional management, mortgage, utilities, taxes, and maintenance simply do not allow us to charge the 'affordable housing' rates desired for our underhoused population. If we supplement our long-term rates with the shorter-term ones, it eases our burden and gives us a path toward a more stable business model.

President Beggs, in the Inlander article, you suggest charging additional fees of \$15 per night for short term rentals to fund affordable housing "since these units are taking away affordable housing". How do you know if these units would be priced as affordable housing by the owners if they were long-term housing versus short-term? I am aware of at least 7 studio studio units downtown currently rent for \$1000/month with \$50/month utility costs. And, if someone has to park a car, the rates are \$100/month in lots next to these buildings. If I'm correct, these costs are not consistent with affordable housing. So to assert that all units downtown are going to be affordable housing seems incorrect. Additionally, some of these units that I'm aware of are in very old buildings that have had to have extensive renovation or remodeling work to bring them to code in order for them to be habitable. Especially with inflation and supply chain issues, this is currently extremely costly work. Based on my experience as a business owner, I would guess it is not possible to charge lower rent on these units and be able to justify doing the necessary work to create this housing.

Unless the article is incorrect, it sounds like you may be thinking that needed changes will affect only two categories of persons; "big corporate Airbnb's" and "small-time homeowners renting out their rooms". I am neither of those entities, and my property is not in the downtown core. So to limit my ability to discern what works economically for me in my 8-unit building on the lower South Hill, by creating an ordinance limiting my ability to operate one unit as a short term unit because I already co-own another short term unit across town doesn't address my needs, and seems completely arbitrary; I am curious to know on what economic facts are you basing this suggestion.

Further, Council Member Kinnear, you are quoted as saying "We have almost 800 Airbnbs around"... "almost the same number of homeless in our city". Perhaps this quote is not contextualized correctly, but it sounds like you are saying that short-term housing is the reason 800 persons are unhoused in Spokane. If so, it's hard to believe that anyone who had looked into homelessness and its complexities, and anyone who had talked with rental property owners would be able to make such a correlation. And I personally feel it's a very misleading statement and a disservice to anyone reading this article who really cares about the issues and is looking for guidance about how to take a position on it.

It's also interesting that there is rarely a mention of the fact that beyond "tourism", short-term housing provides a service for a segment of the population for whom hotel stays or long term rentals don't work. Traveling professionals, health-care workers on contract, persons traveling to Spokane for extended health care, or to attend to or visit family members in the hospital for extended time, families who need intermediate housing while in the process of divorce, professionals coming to Spokane to perform in productions such as the Best of Broadway series or youth sports events all need and want options other than hotels. Additionally, those of us who have decided to offer short term housing through Airbnb pay taxes that benefit the region and state, collected and disbursed by Airbnb. From the Airbnb Site:

Airbnb [*collects and pays*](#) a number of taxes on your (the owner's) behalf, including:

- *The Washington Combined Sales Tax*
- *Special Host/Motel Tax*
- *Convention and Trade Center Tax*
- *Regional Transit Authority Tax*
- *Tourism Promotion Area Charges in the State of Washington*

All locally imposed taxes on transient lodging will be collected on reservations in Washington. The Special Hotel/Motel Tax is typically 1-5% of the listing price including any cleaning fees for reservations 29 nights and shorter. Other local taxes vary and are only applicable in certain cities and counties.

As small business owners who have long-term rentals as well as one short-term, we create local jobs. We hire local, independant cleaners for cleaning our properties, and pay them more than twice the current minimum wage. We treat them with respect, we help them grow their businesses, (many are younger moms who want to create their own small businesses), and help them grow their hard and soft professional skills. We hire local companies to renovate and repair our property, we use a local professional property manager, and we hire a small painting company owned by a senior to do our painting (and all this at prevailing wages). We keep our property in excellent condition, it is safe, clean and

monitored by us daily and we live nearby so we respond to any needs very quickly. We pay taxes, we give back to our community through charitable giving, and we spend our dollars locally with other small businesses in Spokane. We do our exterior property upkeep (lawn upkeep, snow removal, landscaping, cleaning up parking areas etc) ourselves and hire our high school aged niece and nephew to help us. We also pay our utility bills, our mortgages, our association dues and our property taxes. In our shorter term units, we provide a positive, high-quality, personal experience of Spokane hospitality which reflects well on our city. It is not necessarily always easy work, but it can be meaningful and satisfying.

Over the last 3 years, it seems like the intent of the State, and now our City Council, is to lay the burden of homelessness at our feet. In reality, this problem has been around and growing since the financial crisis of 2007-08, and the resulting fallouts from predatory lending activities have left long-lasting, complex and far-reaching problems that demand significant creativity, collaboration, and ongoing dedication to resolve for the long term. So expecting that private owners of residential rental property could suddenly have the power and responsibility to significantly impact this difficult issue is unfair and naive. Imagine trying to tell grocery store owners, restaurateurs, automobile sellers, lawyers, clothing retailers, or other small business owners who have something to offer the underhoused, that they have to be taxed more or limited in how they do their work because homeless persons need food, clothing, transportation, or legal representation, and therefore these business owners must take on the weight of solving this problem in the way that property owners, especially over the last 3 years, have been asked to.

Please consider the long-term breadth of impact your decision making will have on varied members of this community. The changes brought into play by the historic housing crisis, and then the pandemic, have and will continue to

shape the way people live, work, and engage in community, and we benefit by recognizing the larger narrative of how and why changes are happening, in order to recognize the value and opportunity available in expanding short term housing options. I believe this can happen concurrently with, but not as a threat to devising real, long term solutions to this problem of under housed people, and that it can happen via a win-win situation.

Thank you for your service to our community, and for your willingness to look at this meaningful issue.

Sincerely,

Joan Hunt

From: [Planning Services Development Code](#)
To: [Yahoo Mail](#)
Subject: RE: Shaping Spokane Housing
Date: Monday, May 23, 2022 4:47:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Jim,

Thank you for providing public comment in support of attached homes and duplex code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be included with the staff report to Plan Commission when a public hearing is scheduled. We appreciate your perspective on these topics as an architect.

City staff have workshopped draft code with Plan Commission (see the meetings for Dec-8, Jan-26, and Mar-9 on the above project webpage), but the Plan Commission would like further discussion on possible language changes. We're hoping to have them workshop with our Design Review Board, so we're currently trying to find a time when all of those commissioners can be in the same place, but it's looking like that could occur in July. To help inform the workshop, we'll include comments received to date about townhomes and duplexes to aid the Plan Commission in discussion.

It's not up on our project webpage just yet, but if you want to see past email updates from our Plan Commission workshops you can review them at these links:

May 19, 2022 - <https://conta.cc/3Ly9Q77>

May 6, 2022 - <https://conta.cc/3MVy7oB>

April 20, 2022 - <https://conta.cc/3K2ZOKz>

April 6, 2022 - <https://conta.cc/38akHX4>

March 16, 2022 - <https://conta.cc/3ly14eO>

January 13, 2022 - <https://conta.cc/38az9hQ>

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Yahoo Mail <hainesarch@yahoo.com>

Sent: Friday, May 20, 2022 10:51 AM

To: Planning Services Development Code <erapsdc@spokanecity.org>

Subject: Shaping Spokane Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I have the following thoughts that I believe can have a significant impact on our housing shortage :

1. Create more duplex lots , even changing some single family zones to two family .
2. A duplex or townhouse is much cheaper to construct than two single family houses .
3. Purchasers that may not be able to afford a single family residence can join with another purchaser to buy a duplex or townhouse .

Sincerely , Jim Haines , Haines Architectural Services

From: [Planning Services Development Code](#)
To: [Shari Mcevoy](#)
Subject: RE: ADU residential
Date: Tuesday, May 31, 2022 2:09:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Shari,

Thank you for providing public comment in support of ADU code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be shared with City Council once a public hearing is scheduled. I'm working to get these code changes to public hearing before City Council this week, and once we have the dates final an email will be sent to our interested parties list (which you are on).

Sorry I missed your call, you caught me at lunch, but I will respond to your other email about the specific property addresses. And, you are welcome to come to City Hall to discuss with our Current Planners details on each property- they're located on the 3rd Floor.

We have talked about doing pre-approved plans for ADUs, and as you note it could speed up the permitting processes. Because this is one of our aims, we're in talks with other city departments like Building and Fire so we can work through their needs to see how we can make this happen.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Shari Mcevoy <smcevoy2222@gmail.com>
Sent: Saturday, May 28, 2022 8:48 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADU residential

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello,

I am thrilled to see the proposed changes in ADU's. I agree w the proposals.

I have 3 SF homes that I rent out for my retirement income. They are all in R zones which I assume is residential and will qualify for all the changes. I will start with one and then build an ADU on all 3 which will double the occupancy available. We need good landlords like me and more affordable housing that I provide. Please approve the proposals soon.

My question is :

Do you have pre approved plans for detached ADU's, attached and all varieties to speed up the permitting process?

Do you have groups of contractors skilled in building ADU's to spokane's specifications that I could contact?

Thank you,

Sincerely,

Shari McEvoy

spokane, wa

From: [Carol Tomsic](#)
To: [Beggs, Breean](#); [Kinnear, Lori](#); [Wilkerson, Betsy](#); [Stratton, Karen](#); [Cathcart, Michael](#); [Zappone, Zack](#); [Bingle, Jonathan](#); [Gardner, Spencer](#); [Beck, Amanda](#)
Cc: [Marilyn](#); [ANDREW HOYE](#); [Mary Winkes](#); [Cortright, Carly](#); [Byrd, Giacobbe](#)
Subject: A Comment on the Proposed Short Plat Code Amendment/Removal of Notifications
Date: Monday, May 30, 2022 10:27:36 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

The proposed removal of the notice of application for short plats that create only two lots and up to 9 lots, or for short plats with only minor engineering review does not support neighborhoods or carefully manage residential development, a goal, and a vision in our Comprehensive Plan (Land Use Chapter 3.2, 3.3).

The proposed removal of site-posting sign requirements, notices in the newspaper, and a mailed public notice just to properties within 400 feet, goes against a priority in our Housing Action Plan, “preserve housing affordability and quality to help people thrive where they live. This priority highlights the connections between housing affordability and quality to preserve and enhance existing housing throughout Spokane and support residents in every neighborhood.”

The removal of notification requirements to our residents in our development codes is not cited as a response strategy in the Addendum to Proclamation Addressing Housing Emergency. “A reduced fee for simple short plats in SMC 8.02.066 to \$250” is mentioned. A response strategy should not take away the quality to preserve and enhance existing housing in our neighborhoods. A reduced fee is an appropriate response strategy.

The continuation of public notice on short plat applications is necessary for our residents during the housing emergency proclamation. A notice of an application helps the neighborhood know about upcoming development in the area, as stated in the Residential Development Code Initiatives, Short Plat Application Process, Info Sheet.

Our neighborhoods will be affected by the upcoming proposed changes in land use.

The city intends to increase the number of lots to be regulated as short subdivision to a maximum of nine in any urban growth area. (RCW 36.70A.040 and chapter 36.70A). The RCW states the legislative authority of any city or town *may* by local ordinance increase the number of lots. The city is not required to align to the RCW.

The city intends to review the Comprehensive Plan Land Use Policies. A proposed review was not assigned in the 2021-2022 Comprehensive Plan Amendment process but will be considered under another program.

The Phase 1 code amendments, which includes the Short Plat Application Process, are necessary updates for the second phase of codes changes, which may require Comprehensive Plan changes, increase the number of homes per acre of land, and permit a wider variety of housing.

Neighborhood councils appreciate being part of the agency notification of land use applications and permits and make necessary comments. Neighborhood councils make every

effort possible to notify and keep our residents updated on the land use changes, but all residents directly affected still need be notified by the city.

The current short plat notification allows our neighborhood to preserve any historic significance on proposed short plats. A 400 foot notification, without any other notification to residents in the area, especially on lots that are undeveloped and forested, may result in a loss of an opportunity to protect a feature on parcels during the short plat process.

In addition, not all neighborhood councils meet monthly. Some neighborhood councils did not meet at all during the pandemic. Several neighborhood councils have struggled to maintain an executive board. Land use notifications are vital. Our residents traditionally rely on the city, and posted signs, for land use notifications.

And the city has already recognized the limited ability of a neighborhood council to reach out to every single resident in their neighborhood. The revised traffic calming program was updated to include a 'convening group' to reach out to the neighborhood for a broader response. Why would the city adopt a proposed process that would do just the opposite?

Please vote to keep the current notification process in the short plats.

Thank you!

Carol Tomsic
resident

**CITY OF SPOKANE PLAN COMMISSION
FINDINGS OF FACT, CONCLUSIONS, AND RECOMMENDATIONS
REGARDING SHAPING SPOKANE HOUSING TEXT AMENDMENTS TO LOT SIZE
TRANSITION, ACCESSORY DWELLING UNITS (ADUS), AND SHORT PLAT NOTIFICATION**

A recommendation of the City of Spokane Plan Commission to the City Council to approve amendments to the Spokane Municipal Code proposed by Shaping Spokane Housing text amendments. The proposal amends the Unified Development Code (UDC) Section 17C.110.200, Lot Size, and 17C.110.225 Accessory Structures; Chapter 17C.300, Accessory Dwelling Units, specifically Sections 17C.300.100, General Regulations, 17C.300.110, Criteria, 17C.300.120, Application Procedures, 17C.300.130, Development Standards, and 17C.300.140, ADU Expiration; and to short plat notification requirements in Sections 17G.060.100, Notice of Application, 17G.060T.003, Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process, 17G.060.130, Public Comment Period, and 17G.080.040, Short Subdivisions.

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) as set forth in RCW 36.70A, including a housing element meeting the requirements of RCW 36.70A.070(2).
- B. On July 26, 2021, Resolution 2021-0062 adopted the City of Spokane Housing Action Plan as a guide for future housing planning, policy development, and regulatory and programmatic implementation measures that increase housing options that are affordable and accessible for people and families of all incomes in the City; including the Implementation Plan included as Appendix A that outlines several strategies and policies to remedy the current housing crisis.
- C. In 2021, the Washington State Legislature appropriated \$5 million for cities planning under the GMA to adopt actions to increase residential building capacity and address housing affordability. Through the resulting Housing Action Plan and Implementation (HAPI) grant program, the Department of Commerce provided grants to support communities in implementing strategies from adopted housing action plans and recommendations contained within RCW 36.70A.600.
- D. The City of Spokane was awarded a \$100,000 grant from the Department of Commerce to implement strategies from its adopted Housing Action Plan. The scope of work includes revising accessory dwelling unit (ADU) standards in chapter 17C.300 SMC to allow for additional flexibility and expand the zones that permit ADUs.
- E. MAKERS Architecture and Urban Design, LLP, a consulting firm with expertise in community planning, design guidelines and regulations, was contracted to review existing development standards for opportunities to add flexibility and clarity to regulations. The consultant worked with city staff to develop a range of alternative standards and regulations which would allow for greater flexibility in the construction of housing, including ADUs.
- F. The proposed text amendments will implement and enact measures RCW 36.70A.600 encourages cities to take in order to increase residential building capacity.

- G. The amendments to short plat notification are procedurally exempt from SEPA review per WAC 197-11-800(19).
- H. Outreach and public communication began in November 2021, reaching approximately 375 residents, and included the following among others:
 - 1. Presentations at the Land Use Subcommittee on November 18, 2021; February 17, 2022; and April 21, 2022;
 - 2. In-person booth at the Riverfront Park Winter Market on December 15 and 22, 2021;
 - 3. Presentation at Community Assembly on January 6, 2022;
 - 4. Presentation at Lincoln Heights Neighborhood Council on January 18, 2022;
 - 5. Virtual open houses on January 25 and 27, 2022;
 - 6. Planning Services Director interviews with local developers in March and April, 2022;
 - 7. Presentations at University District Development Committee and the West Hills Neighborhood Council on April 12, 2022 and
 - 8. In-person booth at the Riverfront Park Spring Market on April 6, 13, 20, and 27, 2022.
- I. Public comment, as well as agency and department comments, received prior to the May 11, 2022, Plan Commission public hearing were included in the staff report as Exhibits D and E.
- J. On November 10, 2021; December 8, 2021; January 12, 2022; January 26, 2022; February 9, 2022; February 23, 2022; March 9, 2022; March 23, 2022; April 13, 2022; and April 27, 2022, the Spokane Plan Commission held workshops to discuss draft language, receive updates on public feedback as well as city department and agency comments, and review and evaluate with city staff alternatives to proposed text changes.
- K. On March 24, 2022, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code pursuant to RCW 36.70A.106.
- L. On April 1, 2022, a notice of intent to adopt and request for SEPA agency comments was issued for the draft code pertaining to ADUs, lot size transitions, and short plat notification. The comment period ended on April 15, 2022. The Spokane Tribe of Indians issued comment noting project actions may require case by case cultural surveys.
- M. A State Environmental Protection Act (SEPA) Determination of Nonsignificance and Checklist were issued by Planning Services on April 25, 2022. The comment period ended on May 11, 2022. Two city department comments were received during the comment period.
- N. A legal notice of public hearing was published in the *Spokesman-Review* on April 27 and May 4, 2022.

Findings of Fact, Conclusion, and Recommendation
Shaping Spokane Housing Text Amendments to
Lot Size Transition, Accessory Dwelling Units, and Short Plat Notification

- O. The proposed text amendments were drafted and reviewed pursuant to the process established under RCW 36.70A.370 to ensure that the proposed changes will not result in unconstitutional takings of private property.
- P. Amendments to Title 17 are subject to review and recommendation by the Plan Commission.
- Q. The Plan Commission held a public hearing on May 11, 2022 to obtain public comments on the proposed amendments.
- R. During deliberations held on May 11, 2022, the Plan Commission discussed a motion to modify the maximum detached accessory dwelling unit size, from the proposed 864 square feet or 75% of the house size, whichever is greater, to a maximum of 1,200 square feet or 75% of the house size, whichever is greater. The maximum detached accessory dwelling unit size was a topic that the Plan Commission workshopped with staff on several occasions, including the possibility of removing a maximum size altogether. Ultimately, the motion failed with three aye votes, three nay votes, and one Commissioner abstaining.
- S. During deliberations held on May 11, 2022, the Plan Commission voted to modify the proposed text concerning accessory dwelling units (ADUs), recommending removing the requirement to file a covenant and deed restriction on lots with an ADU when an owner would apply for a short-term rental application. The motion passed with six aye votes and one Commissioner abstaining.
- T. During deliberations held on May 11, 2022, the Plan Commission confirmed the preference for newly subdivided lots to be held to the standards and dimensional requirements of the underlying zoning district, rather than requiring larger lots, by removing the lot size transition requirement. The motion passed by a vote of six to zero.
- U. During deliberations held on May 11, 2022, the Plan Commission discussed the nexus of notice of applications and the neighborhood council system, as it relates to the proposed amendment to short plat notification. Plan Commission found that neighborhood councils are entitled to notice of certain land use development permit applications by virtue of SMC 17G.060.090(C) and that the proposed amendments will not detract from a neighborhood council's ability to comment on short plat applications. The motion to approve the proposed amendments to short plat notification passed with six ayes votes and one nay vote.
- V. Except as otherwise indicated in the above findings, the Spokane Plan Commission adopts the findings and analysis set forth in the staff report prepared for the proposal.
- W. The Spokane Plan Commission finds that the proposed text amendments meet the decision criteria established in SMC 17G.025.010(G).

CONCLUSIONS:

Based upon the draft text amendments, staff report and analysis (which is hereby incorporated into these findings, conclusions, and recommendations), SEPA review, agency and public comments received, and public testimony presented, the Spokane Plan Commission makes the following conclusions with respect to the text amendments to lot size transition, accessory dwelling units (ADUs), and short plat notification:

1. The Plan Commission finds that the proposed amendments bear a substantial relation to the public health, safety, welfare, and protection of the environment pursuant to the requirements outlined in SMC 17G.025.010(G).
2. The proposed text amendments will implement and enact measures RCW 36.70A.600 encourages cities take in order to increase residential building capacity.
3. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to comment.
4. SEPA review was completed for the proposal, and pursuant to SEPA, any adverse environmental impacts associated with the draft regulations will be mitigated by enforcement of the City's development regulations.
5. Plan Commission concludes that the intent of including neighborhood councils to the list of entities that receive notice of applications was to give neighborhood councils standing and the ability to advocate for their neighborhood residents. As entities with standing, neighborhood councils should assume the responsibility of proactively communicating with their residents about pertinent all-city or neighborhood-specific development applications.
6. The Plan Commission finds that the proposed amendments are consistent with the applicable provisions of the Comprehensive Plan, particularly the following adopted Shaping Spokane goals and policies:
 - a. Land Use Goal LU 1 – Citywide Land Use;
 - b. Land Use Policy LU 1.1 – Neighborhoods;
 - c. Land Use Goal LU 3 – Efficient Land Use;
 - d. Land Use Policy LU 3.6 – Compact Residential Patterns;
 - e. Housing Goal H 1 – Housing Choice and Diversity;
 - f. Housing Policy H 1.11 – Access to Transportation;
 - g. Housing Policy H 1.18 – Distribution of Housing Options;
 - h. Housing Policy H 1.20 – Accessory Dwelling Units; and
 - i. Capital Facilities and Utilities Policy CFU 4.1 – Compact Development.

RECOMMENDATION:

In the matter of the ordinances pertaining to lot size transition, accessory dwelling units (ADUs), and short plat notification, amending the Unified Development Code of the City of Spokane;

As based on the above listed findings and conclusions, the Spokane Plan Commission takes the following actions:

1. By a vote of six to zero, recommends to the Spokane City Council the **APPROVAL** of the proposed amendments to Section 17C.110.200, Lot Size, and 17C.110.225 Accessory Structures;
2. By a vote of six to one, recommends to the Spokane City Council the **APPROVAL WITH MODIFICATION** of the proposed amendments to Chapter 17C.300, Accessory Dwelling Units, as amended during the deliberations to include the following modification:

Strike 17C.300.120(B), Covenants, from the draft text for accessory dwelling units which requires that a covenant and deed restriction be recorded with the County Assessor for lots that contain an ADU and submit for a short-term rental application.

3. By a vote of six to one, recommends to the Spokane City Council the **APPROVAL** of the proposed amendments to Sections 17G.060.100, Notice of Application, 17G.060T.003, Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process, 17G.060.130, Public Comment Period, and 17G.080.040, Short Subdivisions.
4. Authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Plan Commission's findings, conclusions, and recommendations on the proposed amendments.



[Todd Beyreuther \(May 20, 2022 17:02 PDT\)](#)

Todd Beyreuther, President

Spokane Plan Commission

May 20, 2022

2022-05-19_PC Findings and Conclusions_ADUs Short Plats Lot Size

Final Audit Report

2022-05-21

Created:	2022-05-19
By:	Jackie Churchill (jchurchill@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAKQlyLhcEIWDG5Rz_iOjBettWnr9ZVP2h

"2022-05-19_PC Findings and Conclusions_ADUs Short Plats Lot Size" History



Document created by Jackie Churchill (jchurchill@spokanecity.org)

2022-05-19 - 11:44:26 PM GMT- IP address: 98.225.13.193



Document emailed to Todd Beyreuther (tbeyreuther@spokanecity.org) for signature

2022-05-19 - 11:44:46 PM GMT



Email viewed by Todd Beyreuther (tbeyreuther@spokanecity.org)

2022-05-20 - 11:59:32 PM GMT- IP address: 107.77.205.155



Document e-signed by Todd Beyreuther (tbeyreuther@spokanecity.org)

Signature Date: 2022-05-21 - 0:02:28 AM GMT - Time Source: server- IP address: 107.77.205.155



Agreement completed.

2022-05-21 - 0:02:28 AM GMT



Adobe Acrobat Sign

**Agenda Sheet for City Council Meeting of:**

06/20/2022

Date Rec'd

6/6/2022

Clerk's File #

ORD C36225

Renews #**Submitting Dept**PLANNING & ECONOMIC
DEVELOPMENT**Cross Ref #****Contact Name/Phone**

AMANDA BECK 6414

Project #**Contact E-Mail**

ABECK@SPOKANECITY.ORG

Bid #**Agenda Item Type**

First Reading Ordinance

Requisition #**Agenda Item Name**SHAPING SPOKANE HOUSING: ACCESSORY DWELLING UNITS AND
LOT SIZE TRANSITIONS**Agenda Wording**

An Ordinance relating to lot size transitions, accessory structures, and accessory dwelling units amending Spokane Municipal Code (SMC) Sections 17C.110.200, 17C.110.225, 17C.300.100, 17C.300.110, 17C.300.120, 17C.300.130, 17C.300.140.

Summary (Background)

Shaping Spokane Housing is a result of the Spokane Housing Action Plan, also guided by Mayor Woodward's July 26, 2021, Housing Emergency Proclamation, and the City Council's HAP Implementation Plan. These amendments propose changes to increase flexibility for accessory dwelling units; remove lot size transitions; and modify and streamline short plat notification. Changes to accessory dwelling unit are a grant deliverable for the \$100,000 grant the City received from WA Commerce to implement stra

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

GARDNER, SPENCER

Study Session\Other

6/2 Study Session

Division Director

MACDONALD, STEVEN

Council SponsorCM Betsy Wilkerson and
CM Zack Zappone**Finance**

ORLOB, KIMBERLY

Distribution List**Legal**

RICHMAN, JAMES

sgardner@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

tblack@spokanecity.org

Additional Approvals

abeck@spokanecity.org

Purchasing

tpalmquist@spokanecity.org

jrichman@spokanecity.org

smacdonald@spokanecity.org

jchurchill@spokanecity.org

ORDINANCE NO. C36225

An ORDINANCE relating to lot size transitions, accessory structures, and accessory dwelling units amending Spokane Municipal Code (SMC) Sections 17C.110.200, 17C.110.225, 17C.300.100, 17C.300.110, 17C.300.120, 17C.300.130, 17C.300.140.

WHEREAS, RCW 36.70A.600 encourages the City to take a number of actions in order to increase its residential building capacity and authorized the City to adopt a housing action plan; and

WHEREAS, as authorized by RCW 36.70A.600(2), Council Resolution RES-2021-0062 adopted the City of Spokane Housing Action Plan as a guide for future housing planning, policy development, and regulatory and programmatic implementation measures that increase housing options that are affordable and accessible for people and families of all incomes in the City; including the Implementation Plan, included as Appendix A within the Housing Action Plan, which outlines several strategies and policies to remedy the current housing crisis; and

WHEREAS, the 2020 Housing Needs Assessment completed for the Housing Action Plan indicates several facts about the housing supply and need, particularly the need to accommodate for an estimated 6,000 additional housing units by 2037; and

WHEREAS, in adopting RES-2021-0062 the City Council outlined several code amendments and permit processes that the City should enact in support of the strategies and actions recommended in the Housing Action Plan and to encourage construction of more housing within Spokane; and

WHEREAS, on July 26, 2021, the Mayor of the City of Spokane proclaimed a housing emergency and directed the City to pursue actions to expand housing types, reduce overall development costs to increase development of affordable housing, and to streamline municipal procedures to support the development cycle; and

WHEREAS, the City was awarded a \$100,000 grant from the Department of Commerce through the Housing Action Plan and Implementation (HAPI) grant program to implement strategies from its adopted Housing Action Plan, and the scope of work includes revising accessory dwelling unit (ADU) standards in chapter 17C.300 SMC to allow for additional flexibility and expand the zones that permit ADUs; and

WHEREAS, the proposed actions are consistent with and supported by the Spokane Comprehensive Plan, as outlined in the Plan Commission Findings of Fact, Conclusions, and Recommendations (Exhibit A), and will implement actions specified in RCW 36.70A.600(1); and

WHEREAS, by virtue of the public process outlined in Exhibits A and B, interested agencies and the public have had extensive opportunities to participate throughout the process and all persons desiring to comment on the amendment were given a full and complete opportunity to be heard; and

WHEREAS, the City has complied with RCW 36.70A.370 in the adoption of this Ordinance, avoiding any unconstitutional taking of private property; and

WHEREAS, on March 24, 2022, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code pursuant to RCW 36.70A.106; and

WHEREAS, on April 1, 2022, a Notice of Intent to adopt and request for SEPA agency comments was issued for the draft code pertaining to ADUs, lot size transitions, and short plat notification. The comment period ended on April 15, 2022. The Spokane Tribe of Indians issued comment noting project actions may require case by case cultural surveys; and

WHEREAS, a State Environmental Protection Act (SEPA) Determination of Nonsignificance and Checklist were issued by Planning Services on April 25, 2022. The comment period ended on May 11, 2022. Two city department comments were received during the comment period; and

WHEREAS, prior to the Plan Commission public hearing, a legal notice of public hearing was published in the *Spokesman-Review* on April 27 and May 4, 2022 and the notice of the proposed amendment was distributed to the City's agency/interested party list and posted on the City's website at www.ShapingSpokaneHousing.com; and

WHEREAS, on May 11, 2022, the Spokane Plan Commission held a public hearing on the proposed amendment and heard testimony from the public, following which they voted to recommend the City Council adopt, with some modifications, the proposed amendments (see Exhibit A); 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 (Exhibit B) and the City of Spokane Plan Commission (Exhibit A) for the same purposes; and

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That Section 17C.110.200 SMC is amended to read as follows:

17C.110.200 Lot Size

A. Purpose.

The standards of this section allow for development on lots, but do not legitimize lots that were divided in violation of [chapter 17G.080 SMC](#), Subdivisions. The required minimum lot size, lot depth, lot width and frontage requirements for new lots ensure that development will, in most cases, be able to comply with all site development standards. The standards also prevent the creation of very small lots that are difficult to develop at their full density potential. Finally, the standards also allow development on lots that were reduced by condemnation or required dedications for right-of-way.

B. Existing Lot Size.

1. Development is prohibited on lots that are not of sufficient area, dimension and frontage to meet minimum zoning requirements in the base zone. Except:
 - a. one single-family residence may be developed on a lot that was legally created under the provisions of chapter 58.17 RCW, Plats – Subdivisions – Dedications, or applicable platting statutes;
 - b. a PUD lot may be less than the minimum size of the base zone, if such lot is delineated on a PUD plan, which has been approved by the hearing examiner. All use and development standards of the zone wherein such lot is located, shall be complied with, unless modified through the PUD process by the hearing examiner. A PUD shall comply with the requirements of subsection (C) of this section.
2. No lot in any zone may be reduced so that the dimension, minimum lot area, frontage or area per dwelling unit is less than that required by this chapter, except as modified through the PUD process by the hearing examiner.
3. Lots Reduced by Condemnation or Required Dedication for Right-of-way. Development that meets the standards of this chapter is permitted on lots, or combinations of lots, that were legally created and met the minimum size requirements at the time of subdivision, but were reduced below one or more of those requirements solely because of condemnation or required dedication by a public agency for right-of-way.

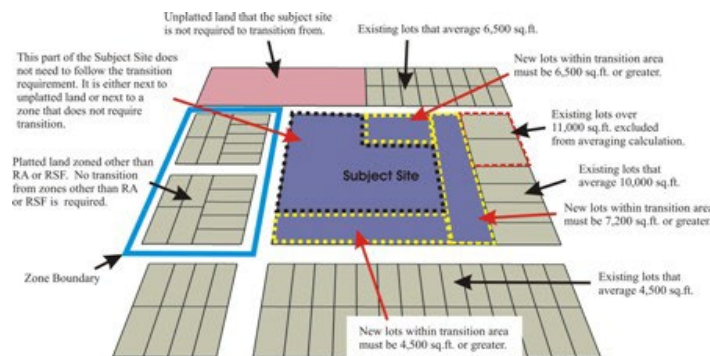
C. Land Division.

1. All new lots created through subdivision must comply with the standards for the base zone listed in Table 17C.110-3.

~~((1. —Transition Requirement.~~

For sites two acres or greater, transition lot sizes are required to be included as a buffer between existing platted land and new subdivision subject to the requirements of this section. The purpose of this section is to transition lot sizes between the proposed and existing residential developments in order to facilitate compatible development and a consistent development pattern. In the RA and RSF zones, the minimum lot size is subject to transitioning of lots sizes. Lots proposed within the initial eighty feet of the subject property are required to transition lot sizes based on averaging under the following formulas:

- a. Transitioning is only required of properties adjacent to or across the right of way from existing residential development. "Existing residential development" in this section shall mean existing lots created through subdivision or short plat.
- b. Lot size in the transition area is based on the average of the existing lot size in subdivisions adjacent to, or across the street from, the subject property. Lots greater than eleven thousand square feet are not counted in the averaging.
- c. If the existing average lot size is greater than seven thousand two hundred square feet, then the lot size in the transition area can be no less than seven thousand two hundred square feet.
- d. If the existing average lot size is less than seven thousand two hundred square feet, then the lot size in the transition area can be equal to or greater than the average.
- e. If the subject site shares boundaries with more than one subdivision, the minimum lot size in the transition area shall be based on the average lot sizes along each boundary. When two boundaries meet, the lot size shall be based on the larger of the two boundaries. See example below; and



[Note: Delete graphic above]

- f. ~~If the subject site shares a boundary with property zoned other than RA or RSF, then there are no transition requirements along that boundary.~~
- g. ~~After the first set of lots in the transition area, lot sizes may be developed to the minimum lot size of the base zone, i.e., four thousand three hundred fifty square feet in the RSF zone.))~~
2. Planned unit developments, combined with a subdivision, may reduce the minimum lot size, lot width, lot depth and frontage requirements in the RA and RSF zones pursuant to SMC 17G.070.030(C)(1) ~~((, except in the transition area required by subsection (C)(1) of this section)).~~
- D. Ownership of Multiple Lots.
- Where more than one adjoining lot is in the same ownership, the ownership may be separated as follows:
1. If all requirements of this chapter will be met after the separation, including lot size, density and parking, the ownership may be separated through either a boundary line adjustment (BLA) or plat, as specified under [chapter 17G.080 SMC](#), Subdivisions.
 2. If one or more of the lots does not meet the lot size standards in this section, the ownership may be separated along the original plat lot lines through a boundary line adjustment (BLA).
- E. New Development on Standard Lots. New development on lots that comply with the lot size standards in this section are allowed subject to the development standards and density requirements of the base zone as required under Table 17C.110-3.
- F. Lot Frontage. All residential lots shall front onto a public street and meet the minimum lot frontage requirements of Table 17C.110-3. Except, that frontage on a public street is not required for lots created through alternative residential subdivision under SMC 17G.080.065, and lots approved in a planned unit development or a manufactured home park may have lots or spaces fronting onto private streets, subject to the decision criteria of [SMC 17H.010.090](#).

TABLE 17C.110-3 DEVELOPMENT STANDARDS [1]					
DENSITY STANDARDS					
	RA	RSF & RSF-C	RTF	RMF	RHD
Density - Maximum	4,350 (10 units/acre)	4,350 (10 units/acre)	2,100 (20 units/acre)	1,450 (30 units/acre)	--
Density - Minimum	11,000 (4 units/acre)	11,000 (4 units/acre)	4,350 (10 units/acre)	2,900 (15 units/acre)	2,900 (15 units/acre)

MINIMUM LOT DIMENSIONS LOTS TO BE DEVELOPED WITH:					
Multi-Dwelling Structures or Development					
	RA	RSF & RSF-C	RTF	RMF	RHD
Minimum Lot Area				2,900 sq. ft.	2,900 sq. ft.
Minimum Lot Width				25 ft.	25 ft.
Minimum Lot Depth				70 ft.	70 ft.
Minimum Front Lot Line				25 ft.	25 ft.
Compact Lot Standards [2]					
Minimum Lot Area [3]		3,000 sq. ft.			
Minimum Lot Width		36 ft.			
Minimum Lot Depth		80 ft.			
Minimum Front Lot Line		30 ft.			
Attached Houses as defined in SMC 17A.020.010					
Minimum Lot Area [3]	7,200 sq. ft.	4,350 sq. ft.	1,600 sq. ft.	1,450 sq. ft.	None
Minimum Lot Width	40 ft.	40 ft.	36 ft. or 16 ft. with alley parking and no street curb cut	Same	Same
Minimum Lot Depth	80 ft.	80 ft.	50 ft.	None	None
Minimum Front Lot Line	40 ft.	40 ft.	Same as lot width	Same as lot width	Same as lot Width
Detached Houses					
Minimum Lot Area [3]	7,200 sq. ft.	4,350 sq. ft.	1,800 sq. ft.	1,800 sq. ft.	None
Minimum Lot Width	40 ft.	40 ft.	36 ft.	25 ft.	25 ft.
Minimum Lot Depth	80 ft.	80 ft.	40 ft.	25 ft.	25 ft.

Minimum Front Lot Line	40 ft.	40 ft.	30 ft.	25 ft.	25 ft.
Duplexes					
Minimum Lot Area			4,200 sq. ft.	2,900 sq. ft.	None
Minimum Lot Width			25 ft.	25 ft.	25 ft.
Minimum Lot Depth			40 ft.	40 ft.	25 ft.
Minimum Front Lot Line			25 ft.	25 ft.	25 ft.
PRIMARY STRUCTURE					
Maximum Building Coverage					
	RA	RSF & RSF-C	RTF	RMF	RHD
Lots 5,000 sq. ft. or larger	40%	2,250 sq. ft. + 35% for portion of lot over 5,000 sq. ft.	2,250sq. ft. + 35% for portion of lot over 5,000 sq. ft.	50%	60%
Lots 3,000 - 4,999 sq. ft.	1,500 sq. ft. + 37.5% for portion of lot over 3,000 sq. ft.				
Lots less than 3,000 sq. ft.	50%				
Attached housing as defined in SMC 17A.020.010, lots any size	Same as above			Up to 70%	Up to 80%
Building Height					
Maximum Roof Height	35 ft. [5]	35 ft. [5]	35 ft. [5]	35 ft. [6]	35 ft. [6]
Maximum Wall Height	25 ft.	25 ft.	25 ft.	-- [6]	--
Floor Area Ratio (FAR)					
FAR	0.5	0.5 [4]	0.5 [4]	--	--
Setbacks					
Front Setback [7, 8]	15 ft.				
Side Lot Line Setback – Lot	5 ft.				

width more than 40 ft.					
Side Lot Line Setback – Lot width 40 ft. or less	3 ft.				
Street Side Lot Line Setback [7]	5 ft.				
Rear Setback [9, 10]	25 ft.	25 ft. [11]	15 ft.	10 ft.	10 ft.
Required Outdoor Area					
Required Outdoor Area for attached and detached houses. Minimum dimension (See SMC 17C.110.223)	250 sq. ft. 12 ft. x 12 ft.	250 sq. ft. 12 ft. x 12 ft.	250 sq. ft. 12 ft. x 12 ft.	200 sq. ft. 10 ft. x 10 ft.	48 sq. ft. 7 ft. x 7 ft.
ACCESSORY STRUCTURES					
	RA	RSF & RSF-C	RTF	RMF	RHD
Maximum Roof Height	30 ft.	20 ft.	20 ft.	35 ft.	35 ft.
Maximum Wall Height	30 ft.	15 ft.	15 ft.	35 ft.	35 ft.
Maximum Coverage [12]	20%	15%	15%	See Primary Structure	See Primary Structure
Maximum Coverage with Accessory Dwelling Unit, Lots less than 5,500 sq. ft. [12]	20%			See Primary Structure	See Primary Structure
Front Setback	20 ft.				
Side Lot Line Setback – Lot width 40 ft. or wider [13]	5 ft.				
Side Lot Line Setback – Lot	3 ft.				

width less than 40 ft. [13]	
Street Side Lot Line [14]	20 ft.
Rear [13]	5 ft.
Rear with Alley	0 ft.
<p>Notes:</p> <p>-- No requirement</p> <p>[1] Plan district, overlay zone, or development standards contained in SMC 17C.110.310 through 360 may supersede these standards.</p> <p>[2] See SMC 17C.110.209, Compact Lot Standards.</p> <p>[3] ((For developments two acres or greater, lots created through subdivision in the RA, RSF and the RSF-C zones are subject to the lot size transition requirements of SMC 17C.110.200(C)(1).)) [Deleted.]</p> <p>[4] In the RSF-C and RTF zones, and sites in the RSF zone qualifying for compact lot development standards, described in SMC 17C.110.209, FAR may be increased to 0.65 for attached housing development only.</p> <p>[5] No structure located in the rear yard may exceed twenty feet in height.</p> <p>[6] Base zone height may be modified according to SMC 17C.110.215, Height.</p> <p>[7] Attached garage or carport entrance on a street is required to be setback twenty feet from the property line.</p> <p>[8] See SMC 17C.110.220(D)(1), setbacks regarding the use of front yard averaging.</p> <p>[9] See SMC 17C.110.220(D)(2), setbacks regarding reduction in the rear yard setback.</p> <p>[10] Attached garages may be built to five feet from the rear property line except, as specified in SMC 17C.110.225(C)(6)(b), but cannot contain any living space.</p> <p>[11] In the RSF-C zone and sites in the RSF zone qualifying for compact lot development standards, described in SMC 17C.110.209, the rear setback is 15 feet.</p> <p>[12] Maximum site coverage for accessory structures is counted as part of the maximum site coverage of the base zone. <u>See SMC 17C.110.225(D).</u></p> <p>[13] Setback for a detached accessory structure and a covered accessory structure may be reduced to zero feet with a signed waiver from the neighboring property owner, except, as specified in SMC 17C.110.225(C)(5)(b).</p> <p>[14] The setback for a covered accessory structure may be reduced to five feet from the property line.</p>	

Section 2. That SMC section 17C.110.225 is amended to read as follows:

17C.110.225 Accessory Structures

A. Purpose.

This section regulates structures that are incidental to primary buildings to prevent them from becoming the predominant element of the site. The standards provide for necessary access around structures, help maintain privacy to adjoining lots and maintain open front setbacks.

B. General Standards.

1. Accessory structures are allowed on a lot only in conjunction with a primary building, and may not exist on a lot prior to the construction of the primary structure, except as allowed by subsection (B)(2) of this section.
2. An accessory structure that becomes the only structure on a lot as the result of a land division may remain on the lot if the owner has submitted a financial guarantee to the City for the cost of demolition and removal of the structure. The financial guarantee will be used by the City if the owner has not removed the accessory structure if, within one year of final plat approval or boundary line adjustment (BLA), a primary structure has not been built and received final inspection. The financial guarantee must be accepted by the City prior to approval of the final plat or boundary line adjustment.
3. An accessory structure shall not contain a kitchen or space for living, sleeping, eating, or cooking unless it is approved as an accessory dwelling unit under [chapter 17C.300 SMC](#).

C. Setbacks.

1. Mechanical Structures.

Mechanical structures are items such as heat pumps, air conditioners, emergency generators, and water pumps.

a. Front Setback Standard.

Mechanical structures are not allowed in required front building setbacks.

b. Side and Rear Setback Standard.

Mechanical structures are allowed inside and rear building setbacks if the structure is no more than forty-eight inches high.

2. Vertical Structures.

Vertical structures are items such as flagpoles, trellises and other garden structures, radio antennas, satellite receiving dishes and lampposts. Fences are addressed in [SMC 17C.110.230](#). Sign standards are [in chapter 17C.240 SMC](#), Signs.

a. Setback Standard.

Vertical structures are allowed in required side and rear building setbacks if they are no larger than four feet in width, depth or diameter and no taller than seven feet. If they are larger or taller, they are not allowed in required building setbacks. Trellises and other gate features are allowed in front yard if they are no larger than four feet in width, depth or diameter and no taller than seven feet and do not conflict with the clear view triangle provisions under [SMC 17C.110.230](#), Fences.

3. Uncovered Horizontal Structures.

Uncovered horizontal structures are items such as decks, stairways, entry bridges, wheelchair ramps, swimming pools, hot tubs, tennis courts, and boat docks that are not covered or enclosed.

a. Setback Standard.

i. Projection Allowed.

The following structures are allowed in required building setbacks, as follows:

- A. Structures that are no more than two and one-half feet above the ground are allowed in side and rear building setbacks. Handrails required by the IBC/IRC are not included in the maximum height.
- B. On lots that slope down from the street, vehicular or pedestrian entry bridges that are no more than two and one-half feet above the average sidewalk elevation are allowed in all building setbacks; and
- C. Stairways and wheelchair ramps that lead to one entrance on the street-facing facade of a building are allowed in street setbacks.

4. Covered Accessory Structures.

Covered accessory structures are items such as greenhouses, storage buildings (not used to cover motor vehicles), sheds, covered decks, covered porches, gazebos, and covered recreational structures.

a. Setback Standard.

Covered accessory structures are not allowed in the required front ((and-side)) building setbacks. Covered accessory structures are not allowed in the required side building setback without a signed waiver from the neighboring property owner.

5. Detached Accessory Structures.

Detached accessory structures are garages, carports, and other structures utilized to cover motorized vehicles.

a. Setback Standard.

A detached accessory structure is not allowed in the front building setback. A detached accessory structure is not allowed in the required side building setback without a signed waiver from the neighboring property owner. A detached accessory structure that has an entrance, which faces a street, is required to be setback twenty feet from the property line or from the back of the sidewalk, as stated in [Table 17C.110-3](#).

- b. Detached accessory structures may be built to the rear property line, unless parking in front of the structure is proposed, then the structure is required to be built a minimum of eighteen feet from the edge of the alley tract, easement, or right-of-way.

6. Attached Accessory Structures.

Accessory structures are garages, carports or other structures utilized to cover motorized vehicles that are connected by a common wall to the primary structure.

a. Setback Standard.

An attached accessory structure is not allowed in the front building setback. An attached accessory structure that has an entrance which faces a street is required to be setback twenty feet from the property line as stated in [Table 17C.110-3](#).

- b. Attached accessory structures may be built to within five feet of the rear property line, unless parking in front of the structure is proposed, then the structure is required to be built a minimum of eighteen feet from the edge of the alley tract, easement or right-of-way.

D. Building Coverage.

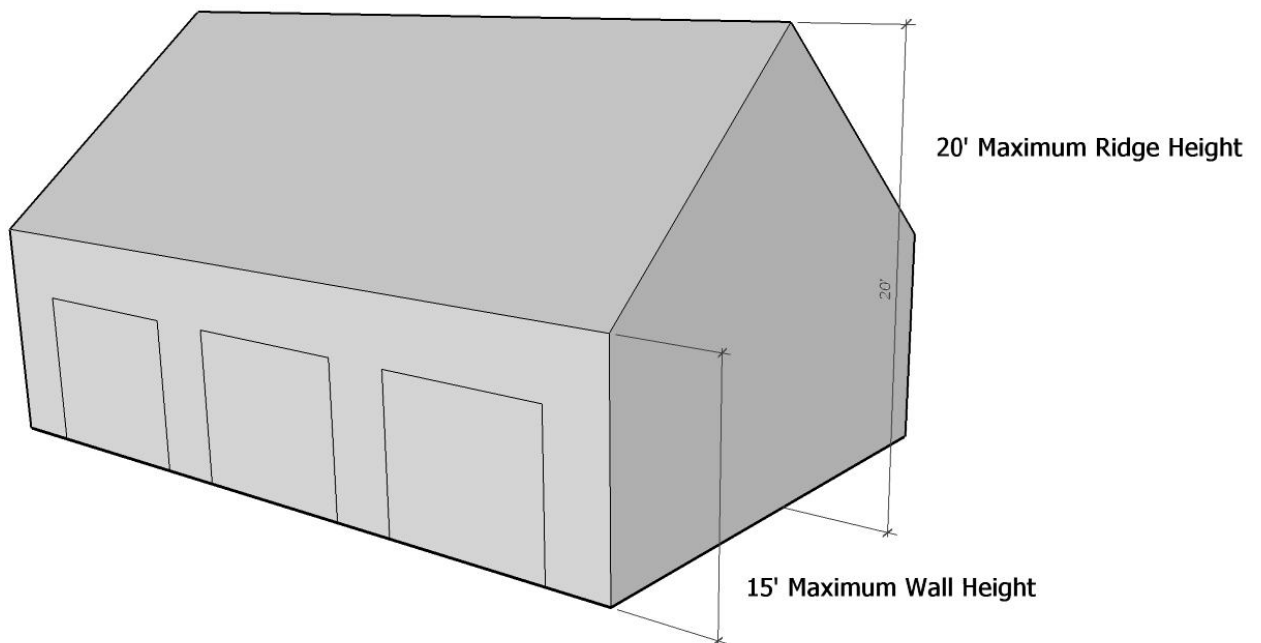
1. Except as provided in subsection (2) of this subsection (D), ((The)) the combined building coverage of all detached accessory structures and covered accessory structures may not exceed fifteen percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.
2. On lots smaller than five thousand five hundred square feet with an accessory dwelling unit, combined building coverage of all detached accessory structures and covered accessory structures may not exceed twenty percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.

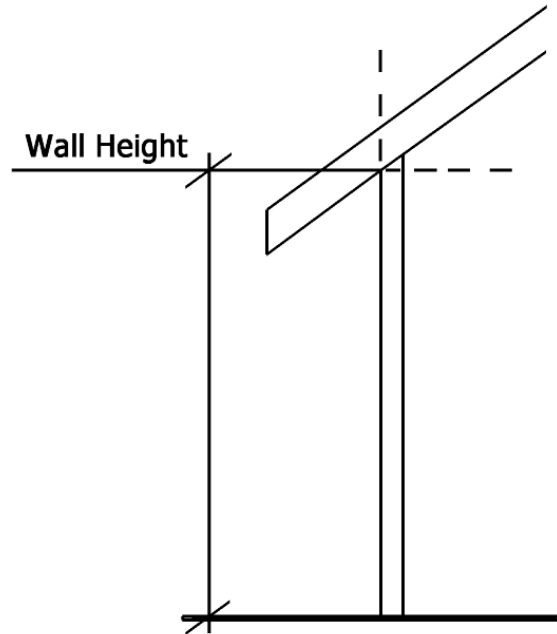
E. Building Height.

The building height of detached accessory structures and covered accessory structures is listed in [Table 17C.110-3](#). Accessory structures, which contain an ADU over a garage, are subject to the height limitations in [chapter 17C.300 SMC](#), Accessory Dwelling Units.

TABLE 17C.110.225-1 MAXIMUM HEIGHT – DETACHED ACCESSORY BUILDING [1]	
Maximum Wall Height [2]	15 ft.
Maximum Roof Height [3]	20 ft.
<p>[1] Cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater.</p> <p>[2] The height of the lowest point of the roof structure intersects with the outside plane of the wall.</p> <p>[3] The height of the ridge of the roof.</p> <p>See “Example A” below.</p>	

Example A





Section 3. That SMC section 17C.300.100 is amended to read as follows:

17C.300.100 General Regulations

A. Where the Regulations Apply.

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

B. Limitation.

- ~~((1. One ADU is allowed per lot as an accessory use in conjunction with a detached single family residence.~~
- ~~2. A detached ADU must either be combined with a garage or shall be the only detached structure in the rear yard setback area.~~
3. Detached) One accessory dwelling ~~((units are))~~ unit is allowed per lot in the RA, RSF, RTF, RMF, and RHD zones subject to the development standards of the underlying zoning district.

Section 4. That SMC 17C.300.110 is amended to read as follows:

17C.300.110 Criteria

~~((A.))~~ Minimum Lot Size.

~~The minimum lot size for ADU is five thousand square feet.))~~

~~((B.))~~ A. ~~((ADU Minimum and))~~ Maximum Size.

1. Internal ADU.

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

a. The ~~((size))~~ internal ADU shall contain no more than two bedrooms and the floor area of the internal ADU must be ~~((not less than two hundred fifty square feet and))~~ not more than eight hundred square feet, excluding any related garage area.

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

2. Detached ADU.

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

b. A detached ADU shall not exceed ~~((six hundred square feet))~~ seventy-five percent of the floor area of the principal structure, or eight hundred sixty-four square feet of floor area, whichever is greater.

3. FAR.

a. The ~~square footage~~ floor area of an ADU, excluding any garage, is counted as part of the floor area ratio (FAR). ~~((Internal ADUs may not exceed fifty percent of the total square footage of the principal structure's building footprint.))~~

b. To offer greater flexibility in integrating an ADU on smaller lots, the maximum allowable FAR may be increased to 0.6 on lots smaller than seven thousand two hundred square feet in area, with an ADU, and to 0.7 on lots smaller than five thousand square feet in area with an ADU.

~~((C.))~~ B. Occupancy for Short-Term Rentals.

~~((One))~~ Where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, one of the dwelling units ~~((in the structure or))~~ on the lot shall be occupied by one or more owners of the property as the owner's permanent and

principal residence. The owner-occupant must occupy the owner-occupied dwelling unit for more than six months of each calendar year. The owner-occupant may not receive rent for the owner-occupied dwelling unit. If a complaint that an owner has violated these requirements is filed, the owner shall:

1. submit evidence to the director showing good cause, such as a job dislocation, sabbatical leave, education or illness, for waiver of this requirement for up to one year absence from the property. Upon such showing the director may waive the requirement;
2. re-occupy the structure; or
3. remove the accessory dwelling unit.

Section 5. That SMC 17C.300.120 is amended to read as follows:

17C.300.120 Application Procedures

A. Application.

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

~~((B. Covenants.~~

~~A covenant and deed restriction identifying the ADU and limitations of occupancy and ownership is required to be recorded and filed with the Spokane county auditor's office. A copy of the recorded covenant must be provided to the City of Spokane planning and economic development services department prior to the issuance of a building permit or safety inspection.))~~

Section 6. That SMC 17C.300.130 is amended to read as follows:

17C.300.130 Development Standards

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

All accessory dwelling units must meet the following:

1. Creation.

An accessory dwelling unit may only be created through the following methods:

- a. Converting existing living area, attic, basement or garage.
- b. Adding floor area.
- c. Constructing a detached accessory dwelling unit on a site with an existing house, attached house or manufactured home ~~((or)).~~

- d. Constructing a new house, attached house or manufactured home with an internal or detached accessory dwelling unit.
 - e. In the RTF, RMF, or RHD zone, constructing an attached or detached accessory dwelling unit on a site with any existing or new principal structure. Any structure shall comply with all applicable building, fire, and engineering standards.
2. Number of Residents.
- The total number of individuals that reside in both units may not exceed ~~((the number that is allowed for a household))~~ any lawful limits on occupant load per square foot or generally applicable health and safety provisions as established by applicable building or fire code, as provided in RCW 35.21.682.
- ~~((3. Other Uses.~~
- ~~An accessory dwelling unit is prohibited on a site with a home occupation.))~~
- ~~((4.))~~ 3. Location of Entrances for Internal ADUs.
- Only one entrance may be located on the facade of the ~~((house, attached house or manufactured home))~~ principal structure facing the street, unless the ~~((house, attached house or manufactured home))~~ principal structure contained additional entrances before the accessory dwelling unit was created. An exception to this regulation is entrances that do not have access from the ground such as entrances from balconies or decks.
- ~~((5.))~~ 4. Parking.
- a. Studio and one-bedroom ADUs require no additional parking. One additional off-street parking space is required for the accessory dwelling unit with more than one bedroom, plus one per bedroom after two bedrooms. Existing required parking for the ((house, attached house or manufactured home)) principal structure must be maintained ((or replaced on-site)).
 - b. As an exception to subsection (a), no additional off-street parking space is required for the ADU within one-quarter-mile of stops for a bus or other transit mode providing actual fixed route service at intervals of no less frequently than fifteen minutes for at least five hours during the peak hours of operation on weekdays, defined as a major transit stop under RCW 36.70A.696.
- ~~((6. Exterior Finish Materials.~~
- ~~The exterior finish material must be the same or visually match in type, size, and placement the exterior finish material of the house, attached house or manufactured home.))~~
- ~~7. Roof Pitch.~~

~~The roof pitch must be the same as the predominant roof pitch of the house, attached house or manufactured home.~~

~~8. Trim.~~

~~Trim must be the same in type, size and location as the trim used on the house, attached house or manufactured home.~~

~~9. Windows.~~

~~Windows must match those in the house, attached house or manufactured home in proportion (relationship of width to height) and orientation (horizontal or vertical). This standard does not apply when it conflicts with building code regulations.))~~

B. Additional Development Standards for Detached ADUs.

1. Setbacks.

~~((The))~~ Except for conversion of existing accessory structures, the accessory dwelling unit must be ((at least)):

~~((a. sixty feet from the front lot line; or~~

~~b. six feet behind the house, attached house or manufactured home;))~~

~~((e.))~~ a. as specified for ((rear and side yard)) setbacks in [Table 17C.110-3](#) for ((primary structures for attached ADUs and)) accessory structures ((for detached ADUs.)); and

b. in conformance with the forty-five degree setback plane:

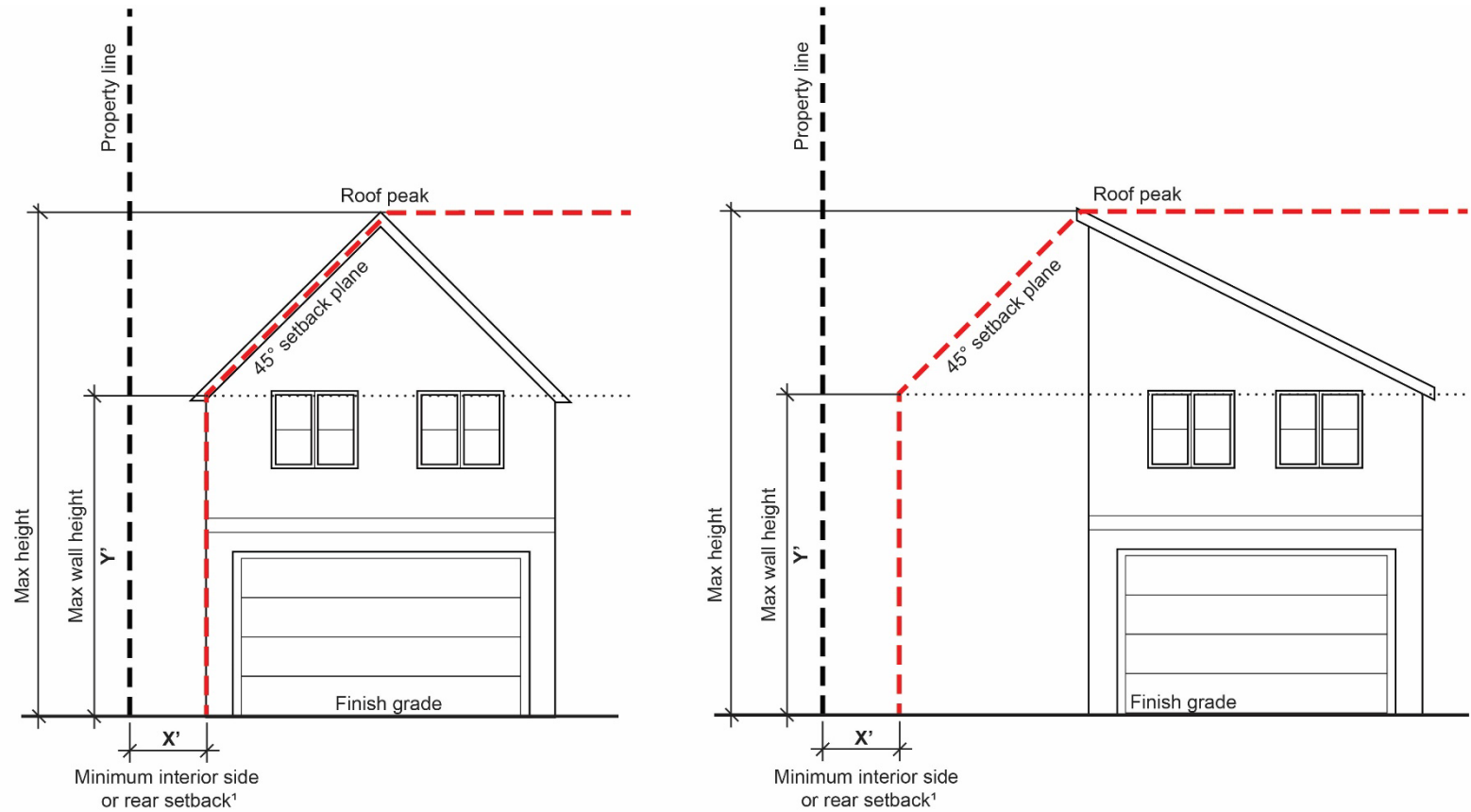
i. The forty-five degree setback plane is measured at the maximum wall height listed in Table 17C.300-1, from the interior side lot line setback, or rear setback without an alley, as listed in Table 17C.110-3 for accessory structures. The setback plane does not apply on side or rear setbacks measured from alley or street lot lines.

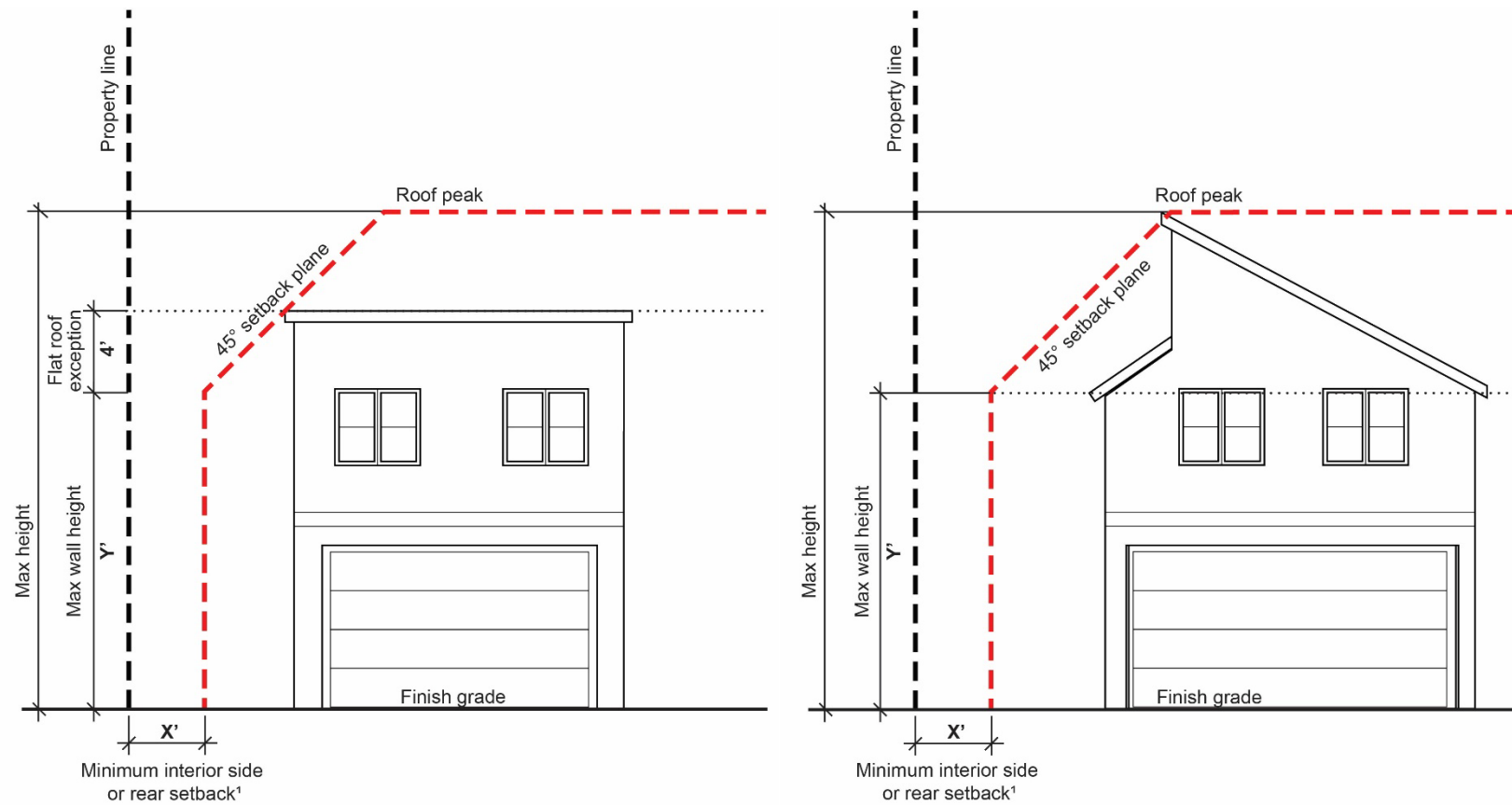
ii. The setback plane increases at a forty-five degree angle away from the interior side and rear lot lines without an alley, up to the maximum roof height in Table 17C.300-1. See Figure 17C.300-A for examples.

iii. No portion of the accessory dwelling unit may project beyond the forty-five degree setback plane described in this subsection, except for the roof structure and minor extensions allowed by SMC 17C.110.220(C)(1).

iv. The setback may be reduced to zero feet with a signed waiver from the neighboring property owner. In that case, the forty-five degree setback plane would be measured from the maximum wall height and the property line.

Figure 17C.300-A. Setback Plane [1]





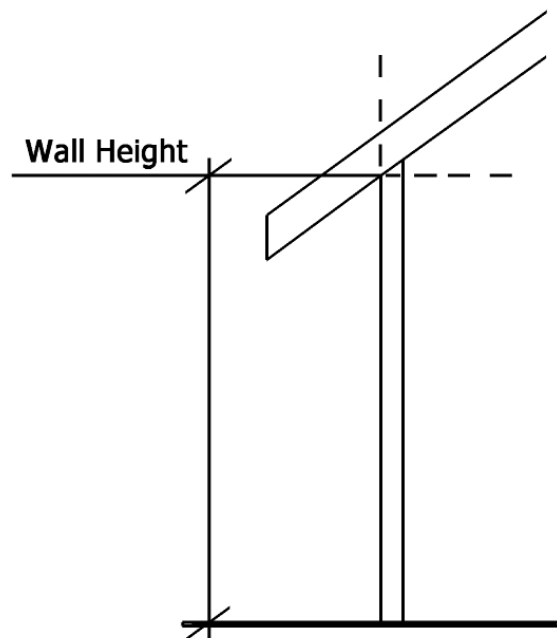
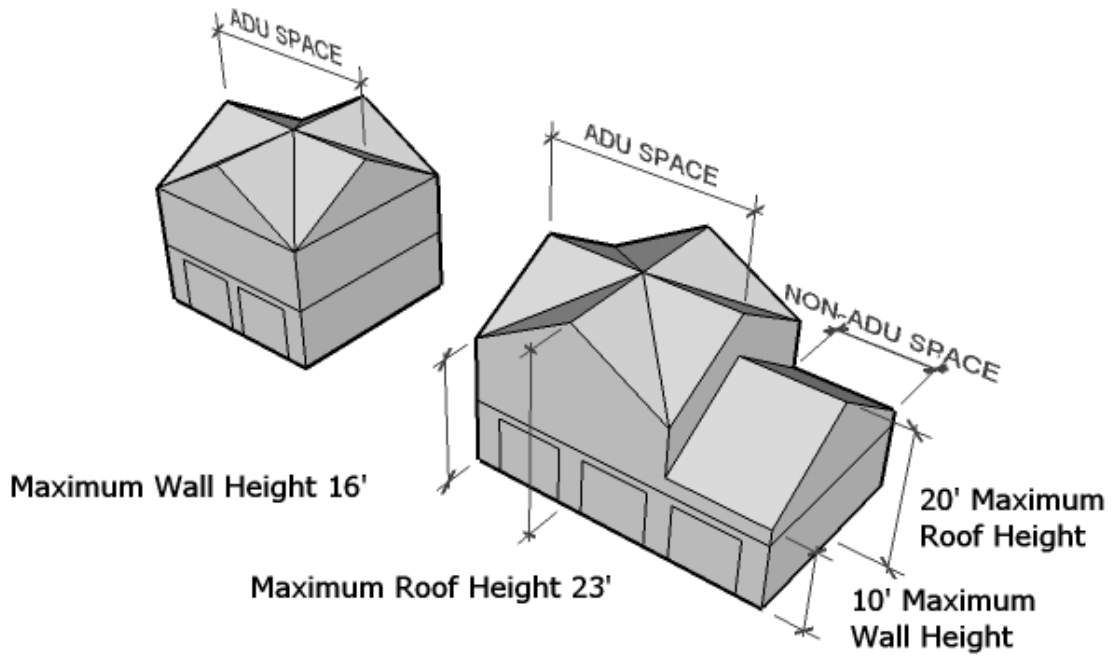
[Note: New graphic added]

2. Height.

The maximum height allowed for a detached accessory dwelling unit is shown in Table 17C.300-1. A detached ADU over a detached accessory structure with flat or terraced roof forms with slopes of less than 3:12 that conform to the forty-five-degree setback plane in subsection (B)(1)(b) of this section may be granted a wall height exception up to four feet.

TABLE 17C.300-1 MAXIMUM ROOF AND WALL HEIGHT		
	Maximum Height – Detached Accessory Building Attached to an ADU or Detached ADU [1]	Maximum Height – Detached ADU Over a Detached Accessory Structure
Maximum Wall Height [2]	10 ft.	((16)) <u>17</u> ft.
Maximum Roof Height [3]	20 ft.	((23)) <u>25</u> ft.
<p>[1] Detached accessory structures cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater.</p> <p>[2] The height of the lowest point of the roof structure intersects with the outside plane of the wall.</p> <p>[3] The height of the ridge of the roof.</p> <p>See “Figure ((A)) <u>17C.300-B</u>” below.</p>		

Figure ((A)) 17C.300-B



3. Bulk Limitation.

The building coverage for the detached accessory dwelling unit may not be larger than the building coverage of the ~~((house, attached house or manufactured home))~~ principal structure.

a. ~~((The))~~ On lots five thousand five hundred square feet or larger, the combined building coverage of all detached accessory structures may not exceed fifteen percent of the total area of the site.

b. On lots smaller than five thousand five hundred square feet, the combined building coverage of all detached accessory structures may not exceed twenty percent of the total area of the site.

4. Conversion of Existing Detached Accessory Structures.

a. In RA through RTF zones, conversion of an existing detached accessory structure that is in a front building setback required by [Table 17C.110-3](#) is not allowed. Conversion of an existing detached accessory structure that is in a rear or side building setback is allowed as provided by [SMC 17C.110.220](#), Setbacks, and [SMC 17C.110.225](#), Accessory Structures.

b. In RMF through RHD zones, conversion of an existing detached accessory structure that is in a front building setback required by [Table 17C.110-3](#) is not allowed. Conversion of an existing detached accessory structure that is in a rear or side building setback is allowed as provided by [SMC 17C.110.220](#), Setbacks, and [SMC 17C.110.225](#), Accessory Structures.

c. If the accessory dwelling unit is proposed for an existing detached accessory structure that meets any of the standards of subsections ~~((A)(6) through (9) and))~~ (B)(2) and (3) of this section, alterations that will move the structure out of conformance with the standards that are met are not allowed.

d. If the accessory dwelling unit is proposed as a conversion of an existing detached accessory structure or a portion of the building, and ~~((the existing detached accessory structure does not meet the standards of subsections (A)(6) through (9) of this section, the structure is exempt from those standards. If))~~ any floor area is added to the existing detached accessory structure to accommodate an ADU, then the entire structure must meet the ~~((standards of subsections (A)(6) through (9) of this section and the))~~ underlying zoning development standards.

C. Utilities and Addressing.

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

D. Code Compliance.

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

Section 7. That SMC 17C.300.140 is amended to read as follows:

17C.300.140 ADU Expiration

A. Transfer.

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

B. Expiration.

Approval of an ADU expires when the:

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

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Mayor

Date

Effective Date



PLANNING & ECONOMIC DEVELOPMENT
808 W. SPOKANE FALLS BLVD.
SPOKANE, WASHINGTON 99201-3329
509.625.6500
MY.SPOKANECITY.ORG

Memo

To: Plan Commission Members

From: Nathan Gwinn and Amanda Beck, Assistant Planner IIs

Date: May 4, 2022

Re: Changes to Draft Text for ADUs and Short Plat Notification Following 4/27 Workshop

Below is a summary of five changes to proposed draft text with new text highlighted, based on discussion at your workshop on April 27, 2022:

17C.300.110 Criteria

1. **17C.300.110(A)(2)** new text to read: “(a) The maximum detached ADU size is subject to building coverage per SMC 17C.300.130(B)(3) and floor area ratio per subsection (3) of this subsection (A); and (b) A detached ADU shall not exceed ((six hundred square feet)) seventy-five percent of the floor area of the principal structure, or eight hundred sixty-four square feet of floor area, whichever is greater.”

17C.300.130 Development Standards

2. **17C.300.130(A)(1)(e)** add language: “In the RTF, RMF, or RHD zone, constructing an attached or detached accessory dwelling unit on a site with any existing or new principal structure. All new structures and additions shall comply with all applicable building, fire, and engineering standards.”
3. **17C.300.130(A)(2)** to address question as to what regulates the number of individuals in a household, text refers back to RCW [35.21.682](#). Add language: “The total number of individuals that reside in both units may not exceed ((the number that is allowed for a household)) any lawful limits on occupant load per square foot or generally applicable health and safety provisions as established by applicable building or fire code, as provided in RCW 35.21.682.”

17G.080.040 Short Subdivisions

4. **17G.080.040(C)(2)(b)** – page A-32 – Add language to help clarify required proximity of improvements adjacent water/sewer mains that will result in new lots with standard service connections. “There is direct water and sewer main lot frontage on an existing and improved right-of-way.”
5. **17G.080.040(C)(2)(f)** strike the 2 lot limit per PC’s discussion.

See attached **EXHIBIT A** to staff report with text updated May 4, 2022.



STAFF REPORT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

To:	City Plan Commission	
Subject:	Shaping Spokane Housing: Development Code Amendments for Accessory Dwelling Units, Lot Size Transition, and Short Plat Process	
Staff Contact:	Amanda Beck, AICP Assistant Planner II (509) 625-6414 abeck@spokanecity.org	Nathan Gwinn, AICP Assistant Planner II (509) 625-6893 ngwinn@spokanecity.org
Report Date:	May 4, 2022	
Hearing Date:	May 11, 2022	
Recommendation:	Approval	

I. SUMMARY

These City-initiated text amendments are proposed to update the Spokane Municipal Code according to strategies outlined in the adopted Spokane Housing Action Plan and in order to implement some of the actions specified in subsection (1) or RCW 36.70A.600. Proposed draft code would revise several sections of Chapter 17C.110, Residential Zones; Chapter 17C.300, Accessory Dwelling Units; and Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040. The proposed draft code has been developed by City staff, with assistance from the consultant firm MAKERS Architecture and Urban Design, to modify requirements for accessory dwelling units (ADUs), lot size transition, and the process for short subdivision in the city of Spokane.

II. BACKGROUND

The 2021 Washington legislative session substantially amended the housing-related provisions of the Growth Management Act (GMA) through House Bill [HB 1220](#). Changes strengthened the GMA housing goal from “encourage the availability of affordable housing to all economic segments of the population” to “plan for and accommodate housing affordable to all economic segments of the population of this state.” The GMA housing goal still retains additional objectives to “promote a variety of residential densities and housing types, and encourage the preservation of existing housing stock.” The Washington Department of Commerce then oversaw the Increasing Urban Residential Building Capacity Grant program that was authorized with [E2SHB 1923](#). The City was awarded a grant to develop a housing action plan that analyzed and detailed how to meet the housing needs of our community, addressing the housing-related changes made by the Legislature.

The City’s Comprehensive Plan provides a vision of affordable housing that is safe, clean, healthy, and attainable for all residents. Approved in July 2021, the City adopted its [Housing Action Plan](#) (Res. 2021-0062) to guide implementation of policies within the Comprehensive Plan by identifying strategies to achieve our community’s housing needs and objectives. Spokane’s Housing Action Plan (HAP) identifies actions that the City and community partners can enact to encourage more housing options that create

more homes for more people. To implement the work of the HAP, City staff are completing several residential development code amendments. These proposed changes are also guided by Mayor Woodward's [July 26, 2021 Housing Emergency Proclamation](#) and the City Council's HAP [Implementation Plan](#).

Through Shaping Spokane Housing, the City will be evaluating a series of code amendments selected to align with items from the Housing Action Plan that were flagged for short- or mid-term starting timelines, with a focus on increasing housing units and the diversity of housing types. In addition, many of the amendments are proposed in order to implement/enact the actions specified in subsection (1) RCW 36.70A.600 in an effort to increase residential building capacity in Spokane. The code revisions are proposed to be run in two phases based upon the complexity of the group of proposals (internally referred to as "Phase 1 and 2"). The first phase proposes changes recommended for increasing housing supply, variety, and affordability and that would provide necessary updates for the second phase of code changes. Phase 1 will explore attached houses (townhouses), accessory dwellings, and smaller multifamily projects. Phase 2 code amendments would explore additional permitted housing types within the Residential Single Family and Residential Two-Family zoning districts, opportunities for increasing density, and permitting for a wider variety of housing types generally.

This staff reports reviews the proposed code revisions for Phase 1 of Shaping Spokane Housing. The code changes related to accessory dwelling units (ADUs), lot size transitions, and short plat notification specifically align with the below noted City Council implementation actions, as well as strategies from Mayor Woodward's emergency proclamation. Additionally, the City has proposed draft text which aligns with recommendations outlined in [RCW 36.70A.600](#).

- Housing Action Plan Strategy A1, "Explore and expand allowed housing types to encourage missing middle housing throughout Spokane's neighborhoods."
- Housing Action Plan Strategy A3, "Continue to streamline and simplify changes to the City's permit process, as necessary."
- Housing Action Plan Strategy A5, "Revise Accessory Dwelling Unit standards to allow for additional flexibility."
- City Council Implementation Plan Strategy I.6, III.2, and III.10
- Mayor's Emergency Proclamation Strategy 2.c, 2.g, and 2.h

Proposed phasing and code sections would promote development of housing types affordable to more households, help to streamline the review process, and realize increases in density where appropriate as indicated under the City's Comprehensive Plan. The proposed scope of work focuses on changing zoning and development regulations that would allow for more housing types available to a wider range of income levels in a wider set of zoning districts. This will continue to implement the City's goals in the Comprehensive Plan and be aligned with ongoing efforts to allow for denser development along existing infrastructure systems and near high performance transit lines operated by Spokane Transit Authority.

III. PROCESS

DEVELOPMENT CODE AMENDMENT PROCEDURE

Article III Section 21, Amendments and Repeals, of the City of Spokane Charter provides for the ability of amendments of the Charter and Spokane Municipal Code through ordinances. Title 17 is known as the Unified Development Code (UDC) and is incorporated into the Spokane Municipal Code to implement the City's Comprehensive Plan, and by reference, the requirements of the Washington State Growth Management Act (GMA). Section [17G.025.010](#) establishes the procedure and decision criteria that the City

uses to review and amend the UDC. The City may approve amendments to the UDC if it is found that a proposed amendment is consistent with the provisions of the Comprehensive Plan, and bears a substantial relation to public health, safety, welfare, and protection of the environment.

ROLE OF THE CITY PLAN COMMISSION

The proposed text amendments require a review process set forth in Section 17G.025.010(F) SMC. The Plan Commission is responsible for holding a public hearing and forwarding its findings, conclusions, and recommendations to the City Council. Utilizing the decision criteria in 17G.025 SMC, the Plan Commission may recommend approval, modification, or denial of the proposal.

The Plan Commission may incorporate the facts and findings of the staff report as the basis for its recommendation to the City Council or may modify the findings as necessary to support their final recommendation.

ROLE OF CITY COUNCIL

The City Council will also conduct a review process considering the proposed text amendment, public comments and testimony, the staff report, and the Plan Commission's recommendation. The final decision to approve, modify, or deny the proposed amendment rests with the City Council. Proposals adopted by ordinance after public hearings are official amendments to the Spokane Municipal Code.

COMMUNITY ENGAGEMENT

As a follow-up to the Housing Action Plan (HAP), engagement efforts for Shaping Spokane Housing have built upon the extensive community outreach conducted for the HAP. Engagement opportunities were undertaken throughout the draft code phase of this project. Emphasis has been placed on reaching development stakeholders, as well as the broader community. To ensure broad engagement efforts during a transitional time of limited in-person events, staff initiated a multi-faceted engagement plan that included in-person and virtual meetings, web content including a website and blog posts, regular email updates, and a social media presence. A summary of engagement and outreach activities can be found in **Exhibit C**.

Below is a list of the major outreach and engagement activities held for this phase of the Shaping Spokane Housing project:

- [“Next Steps for Housing Action Plan Implementation”](#) blog published on November 11, 2021
- Project webpage, [ShapingSpokaneHousing.com](#), was launched January 2022 and has been kept up to date with information about Plan Commission workshops, project progress, and public hearings
- Presentations at the Land Use Subcommittee on November 18, 2021; February 17, 2022; and April 21, 2022
- Vendor booth and poster activities at the Winter Market on December 15 and 22, 2021
- Presentation at Community Assembly on January 6, 2022
- Virtual open houses on January 25 and 27, 2022
- [Educational videos](#) shared in the City's Community Update e-newsletter, on official City social media channels, and available on project webpage
- [“Big Trends Squeezing Spokane's Housing Supply”](#) blog published March 10, 2022
- Community Update City newsletter addition of ADUs on March 8, lot size transition on March 15, and short plat application process on March 22, 2022
- Planning Services Director interviews of local developers took place in March and April, 2022

- Vendor booth and poster activities at the Spring Market on April 6, 13, 20, and 27, 2022
- Frequent Shaping Spokane Housing email updates sent to over 150 stakeholders

The planning team has provided updates on the proposed code changes to elected and appointed officials, as well as to staff from other City departments and interested agencies.

- City Council established Shaping Spokane Housing as part of the Plan Commission's 2021-2022 work program
- City Council presentations on December 6 and 10, 2021
- Plan Commission workshop presentations related to accessory dwelling units, lot transition, and short plat processes on January 12, February 23, March 23, April 13, and April 27, 2022
- City Council study session presentations on February 10 and May 5, 2022
- Regular meetings with Development Services staff to review proposed code language and potential implementation considerations

PUBLIC NOTIFICATION AND SEPA REVIEW

As outlined in Section 17G.025.010 SMC, notices of proposals to amend the UDC are distributed and interested parties should be made aware of such proposals during the Plan Commission review, including the SEPA checklist and determination. Similarly, a public notice published in the *Spokesman-Review* fourteen days prior to the Plan Commission public hearing is required.

This proposal was properly noticed pursuant to Section 17G.025.010(E). See **Exhibit B** for the SEPA Determination of Non-significance. Noted below are the public noticing activities:

- Notice of Intent to Adopt submitted to the Department of Commerce (March 24, 2022)
- Notice of Intent to Adopt pursuant to 17G.025.010 SMC, which included the SEPA Checklist, emailed to City departments, Local, County, Tribal, and State contacts (April 1, 2022)
- SEPA Determination of Non-significance (DNS) issued (April 25, 2022), the comment period ended on May 11, 2022
- Notice of Public Hearing for the Plan Commission was published in the *Spokesman-Review* on April 27 and May 4, 2022.

COMMENTS RECEIVED

Written comments were provided to the Plan Commission prior to the public hearing at the February 23 and April 27, 2022 workshops. All public comments received by the planning department by 12:00 p.m. on May 4 are included in **Exhibit D**.

Notice of this proposal was sent to City departments and outside agencies for their review. Department and outside agency comments are included in this report as **Exhibit E**. Agency/City department comment was received regarding this application:

- Spokane Tribe of Indians
- City of Spokane Street Department
- City of Spokane Engineering Department

IV. ANALYSIS

PROPOSAL DESCRIPTION

Following adoption of the [Housing Action Plan](#) (Res. 2021-0062), the City has initiated a series of text amendments that enact Housing Action Plan strategies to encourage construction of more housing, and increase affordability and housing variety. These amendments are being adopted in order to implement the Legislature's recommended actions outlined by [RCW 36.70A.600\(1\)](#) in order to increase residential building capacity.

This proposal will amend Spokane Municipal Code: Section 17C.110.200, Lot Size, and 17C.110.225 Accessory Structures; and Chapter 17C.300, Accessory Dwelling Units, specifically Sections 17C.300.100, 17C.300.110, 17C.300.120, 17C.300.130, and 17C.300.140.

Additional amendments are being made to short plat notification requirements revising Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040; which are procedurally exempt from SEPA review per [WAC 197-11-800\(19\)](#).

ACCESSORY DWELLING UNITS

Accessory dwelling units (ADU) are defined in SMC 17A.020.010 as "a separate additional living unit, including separate kitchen, sleeping, and bathroom facilities, attached or detached from the primary residential unit, on a single-family lot..." ADUs are also defined in [RCW 36.70A.696](#) as "a dwelling unit located on the same lot as a single-family housing unit, duplex, triplex, townhome, or other housing unit."

Changes to chapter 17C.300 SMC respond to the suggestions in [RCW 36.70A.600\(1\)\(o\)](#) through (q), as well as Strategy A5 of the Housing Action Plan and the Mayor's July 26, 2021, Proclamation Addressing the Housing Emergency. The changes proposed would:

- Remove the required minimum lot size of 5,000 square feet.
- Increase the maximum size for a detached ADU from 600 to 864 square feet, or 75 percent of the floor area of the principal structure, whichever is greater. The detached ADU would continue to be limited by building coverage and Floor Area Ratio (FAR) maximums.
- Allow internal ADUs to occupy the entire space of a basement or attic, even if this exceeds the 800 square feet maximum, but limit conversion or construction to two bedrooms.
- Incentivize construction of ADUs by increasing the site total FAR of 0.5 to 0.6 on lots smaller than 7,200 square feet with an ADU, and to 0.7 on lots smaller than 5,000 square feet with an ADU.
- Incentivize construction of ADUs by increasing the building coverage maximum of accessory structures from 15 percent to 20 percent on lots smaller than 5,500 square feet with an ADU.
- Increase the maximum wall height from 16 to 17 feet, and the maximum roof peak from 23 to 25 feet to allow for more diverse ADU designs as well as units built above existing garages.
- Relax parking requirements such that studio and one-bedroom units will not require an off-street parking space. Units with two or more bedrooms shall provide one additional off-street parking space for each bedroom above one unless they are exempt due to RCW 36.70A.698.
- Remove owner occupancy requirements, unless a short-term rental exists on the site, to encourage production of more units.
- Allow construction of an ADU on sites with a duplex or other principal structure in the RTF, RMF, and RHD zones. Currently ADUs are only allowed on sites with a house, attached house, or manufactured home.

LOT SIZE TRANSITIONS

As outlined in [Section 17C.110.200\(C\)\(1\)](#), for parcels two acres or greater within areas zoned Residential Agricultural (RA) and Residential Single-Family (RSF), the current city code requires new subdivisions to provide a transitional lot size adjacent to existing parcels. The intent of transitioning lot sizes is to facilitate compatible development of buildings and maintaining consistency of the development pattern. Currently, the code requires an eighty-foot buffer along all parcel boundaries, in which a transitional lot size would be required. The transitional lot size is determined by averaging the existing lot sizes adjacent to the site, including lots across a public right-of-way. If the average lot size is greater than 7,200 square feet, then the transition lot size must be at least 7,200 square feet. If the existing average lot size is less than 7,200 square feet, then the transition lot size must be equal to the average or larger. The transition lot size requirement also applies to subdivisions created through the Planned Unit Development process outlined in Section 17G.070.030.

Following workshops with the Plan Commission, during which a range of possible code changes were presented, City staff have proposed to remove this requirement from the Spokane Municipal Code. The intent of the transitional lot size code provision has not been borne out by subdivisions created under the regulations. Instead, newly created lots frequently fulfill the requirements of 17C.110.200(C)(1) by meeting the minimum square footage requirement without having to address “consistent development” patterns such as lot depth or lot width. The focus on development pattern compatibility has resulted in larger lots and the construction of fewer housing units than would have otherwise been allowed under the minimum zoning requirements for parcels zoned RA or RSF.

Removing this regulation fits within the Housing Action Plan Strategy A3 recommendation to streamline and simplify permit processes. Additionally, this section of code is addressed in both the City Council’s Implementation Plan and the Mayor’s Proclamation. City Council Implementation Plan Strategy III.10 prompts action to, “seek prompt re-evaluation by the Plan Commission of SMC 17C.110.200.C and Table 17C. 110-3 to ensure that future transition standards are consistent with the City’s goal of increasing density by using smaller parcels while preserving other reasonable goals of these requirements.” Strategy 2.h of Mayor Woodward’s proclamation directs staff to create “additional flexibility or eliminate altogether the transitional lot requirements outlined in SMC 17C.110.200.”

The proposed changes would:

- Remove the lot size transition requirement from SMC 17C.110.200(C)(1); and
- Allow newly created lots that meet the dimensional standards of the underlying zoning district to be approved without being required to meet a larger square footage requirement.

SHORT PLAT NOTIFICATION

This code amendment packet proposes changes to SMC 17G.060 and SMC 17G.080 to streamline and improve the short plat approval process, specifically the review and notification process. The proposal would designate three classes of short subdivisions in order to simplify the review and approval process. The changes follow guidance to adopt permit process improvements in RCW 36.70A.600(1) and Housing Action Plan Strategy A3.

The three classes are:

- Short plats with SEPA review
- Short plats with minor engineering review

- Short plats with standard engineering review

Short plats that are subject to SEPA would continue to require the existing methods of notice of application, including mailing to specified parties and site-posting the property.

To qualify for minor engineering review, the preliminary short plat would need to meet the following requirements:

- The preliminary plat has frontage on an existing, improved public right-of-way and does not propose to create new public right-of-way
- No extension of public utilities will be required as part of the preliminary plat
- There are no public easements on the property

Under this proposal, no changes to the treatment of neighborhood councils during the agency review period would occur. Neighborhood councils within 600 feet of a proposed short plat would continue to receive notice and be invited to submit comments during agency review as codified in [SMC 17G.060.090](#).

The proposal would also modify existing noticing requirements. Site posting would be eliminated for both minor and standard review short plats. For short plats that qualify for minor engineering review, the public comment period and mailing of public notice would also be eliminated. Neighborhood council notification and comments would continue during the agency review period.

The proposal would align with City review procedures and reduce the time required for administering the public notice for many short subdivisions, while continuing to require short plat agency and neighborhood council notification, for all short subdivisions, under the determination of a complete application stage.

Definitions and provisions for administrative, summary approval:

“Short” plats can be differentiated from “regular” or “long” plats by the **number** of lots created through the City’s approval process. [RCW 58.17.020](#) defines a short plat as the map or representation of a short subdivision. A short subdivision is the division or redivision of land into nine or fewer lots for the purpose of sale, lease, or transfer of ownership. That number, nine lots, is the maximum number of lots that the City Council and other local legislative authorities may authorize under the short subdivision process in urban growth areas. [RCW 58.17.060](#) provides that the City Council shall adopt regulations and procedures, and appoint administrative personnel for the summary approval of short plats and short subdivisions.

State Environmental Policy Act (SEPA):

[RCW 43.21C.110](#) provides statutory authority for rules to implement SEPA, anticipating the categorical exemption of government actions from SEPA which are not to be considered as potential major actions significantly affecting the quality of the environment. [WAC 197-11-800\(6\)](#) lists the categorical exemptions for land use decisions, stating short plats (except on land covered by water) are exempt from SEPA.

Local project review:

[RCW 36.70B.020](#) includes subdivisions as a type of project permit, which is a land-use permit required from the City for a project action and regulated by the State. Project permits are subject to standard time frames for determining whether an application is complete, for notification and public comments once the application is determined complete, and for making a decision and appeals. [RCW 36.70B.110\(5\)](#) provides that a notice of application shall not be required for SEPA-exempt projects unless a public comment period or a type of hearing is required. The City’s

Development Code implements the regulations in State law affecting short plats in SMC Title 17A, Administration, and Title 17G, Administration and Procedures. The City proposes to change the public comment requirements in SMC 17G.060.130 so that short subdivision applications with minor engineering review would have no public comment period, thereby eliminating the need for a notice of application for that classification of applications.

Growth Management Act (GMA):

As discussed above, the GMA suggests several actions for increasing residential building capacity. A number of suggestions relate to plats, and the City of Spokane has already implemented some of those actions. However, [RCW 36.70A.600\(1\)\(u\)](#) suggests other permit process improvements where it is demonstrated that the development regulation change will result in a more efficient permit process for customers. The Spokane Housing Action Plan echoes the provision by encouraging “a faster and more predictable permitting process for developers, particularly for housing that expands options and supports a broader range of household incomes” (p. 30). The City proposes changes to streamline and improve the short plat process to create two new classifications of short subdivisions that would reduce requirements for notice, thereby reducing cost or time for processing SEPA-exempt short plats in the city, including those that could make new sites available for increasing residential building capacity, and for development of a wide variety of housing types for all income levels.

IMPLEMENTATION OF COMPREHENSIVE PLAN GOALS AND POLICIES

Section [17G.025.010](#) SMC establishes the review criteria for text amendments to the Unified Development Code. In order to approve a text amendment, City Council shall consider the findings and recommendations of the Plan Commission along with the approval criteria outlined in the Code. The applicable criteria are shown below in *bold and italic* with staff analysis following each criteria. Review of the Comprehensive Plan goals and policies indicates that the proposal meets the approval criteria for internal consistency set forth in SMC 17G.025.010(G). Excerpts of the applicable goals and policies, and their Comprehensive Plan discussion points, are contained in **Exhibit F**.

17G.025.010(G) APPROVAL CRITERIA

1. **The proposed amendment is consistent with the applicable provisions of the comprehensive plan.**

Land Use Goal LU 1 – Citywide Land Use. 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.

Staff Analysis: Within the Land Use chapter there are several values outlined which guide the goals and policies concerning land uses. This chapter highlights the importance of guaranteeing a variety of densities that support a mix of land uses and housing options in every neighborhood, as well as realizing the full potential of existing residential lots rather than encouraging sprawl. The proposed ADU code changes make it easier to construct an additional, accessory dwelling unit on a residential lot thereby efficiently using the City’s infrastructure for water, stormwater, and utilities. The changes also allow for the potential for more subtle increases in intensity, as an alternative to focused redevelopment. Removing the lot size transition requirement would allow for more lots to be platted, using land to its greater potential rather than forcing platting of larger lots. Allowing subdivisions to be built to the minimum lot size in the zone also reduces the amount of raw land

required to create a development, reducing the, need to develop on the City's fringe where larger parcels that might be able to more easily accommodate larger lots tend to be located.

Land Use Policy LU 1.1 – Neighborhoods. *Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.*

Staff Analysis: A variety of housing types are allowed, and encouraged, within the city's neighborhoods. The Comprehensive Plan notes that housing should span the range of single-family homes (attached and detached), duplexes, and multifamily units. This variety of types and densities better supports the other neighborhood land uses such as retail, office, and commercial. Increasing regulatory flexibility for ADUs provides the potential for additional households to support Neighborhood Centers, while also allowing city residents greater options for housing near amenities such as parks and open space, and public transit lines.

Land Use Goal LU 3 – Efficient Land Use. *Promote the efficient use of land by the use of incentives, density and mixed-use development in proximity to retail businesses, public services, places of work, and transportation systems.*

Staff Analysis: As a use that is accessory to the primary dwelling on a lot, accessory dwelling units gently and efficiently add housing to an existing block or neighborhood, which assists the city in achieving the mix of residential uses outlined in the Comprehensive Plan. Relaxing parking requirements for ADUs promotes efficient land use both from the perspective that less of a lot is being devoted to off-street car storage, and that it promotes the use of existing transit resources. The draft text thus aligns with the findings of the Legislature that siting ADUs near transit and public amenities can help to reduce greenhouse gas emissions by increasing walkability and shortening household commutes, and therefore should be incentivized by reducing parking requirements unless parking is already exempt under [RCW 36.70A.698](#). Removing the transitional lot requirements for new subdivisions, and instead relying on the minimum lot size of the zone, also allows for land to be used more efficiently. Rather than requiring more square footage to be dedicated to individual lots in the transition area, the land can be used for additional lots, an improved site circulation, or even shared open space that provides an amenity to the larger subdivision. Finally, the proposed changes to the current short plat process are an incentive for smaller divisions of land, shortening the review timeframe and thus costs for that type of infill development.

Land Use Policy LU 3.6 – Compact Residential Patterns. *Allow more compact and affordable housing in all neighborhoods, in accordance with design guidelines.*

Staff Analysis: The draft code revisions to the ADU chapter directly support the policy focus on both compact development and housing affordability. The Comprehensive Plan specifically notes that accessory dwelling units are a housing type that is more compact and affordable, including other missing middle housing types such as duplexes, triplexes, and townhouses. Additionally, removing the lot size transition requirement will allow new subdivisions to create lots within the Residential Agricultural (RA) and Residential Single-Family (RSF) zones that meet underlying requirements for lot depth, width, and square footage rather than requiring lots to average in size. The resulting smaller lots will inherently be more compact than the required larger lots of the current regulation, which in practice has meant the number of developable units is decreased to accommodate the transitional lots.

Housing Goal H 1 – Housing Choice and Diversity. *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.*

Staff Analysis: The values of the Housing chapter are grounded around maintaining affordable housing, developing a good mix of housing types, encouraging housing for low-income residents, and preserving existing housing. Proposed ADU code changes could encourage increased ADU construction, which can provide benefits such as additional income for homeowners, as well as housing options for senior residents who wish to age in place. During 2020 updates to the Growth Management Act, the Legislature noted that ADUs are often occupied by tenants who pay little to no rent, such as grandparents, adult children, family members with disabilities, and friends going through life transitions. Accessory dwelling units offer a housing type which can meet the needs of residents in various stages of life.

Housing Policy H 1.11 – Access to Transportation. *Encourage housing that provides easy access to public transit and other efficient modes of transportation.*

Staff Analysis: As noted above, accessory dwelling units are a housing option that can meet the varied needs of residents in different income brackets, including the need to be in close proximity to public transit lines for lower income. ADUs are built within existing neighborhoods, which are largely already supported by public transit, with noted exceptions for developments further on the outskirts of city limits. Because Americans spend such a large portion of their income on housing and transportation, the proposed ADU code changes support a future development pattern which reduces household commutes, increases walkability, and reduces carbon footprints. Accessory dwelling units, as a housing type that may rely less on car ownership, will likely be a more affordable option for Spokane residents across their lifetime within the city.

Housing Policy 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.*

Staff Analysis: As described above, accessory dwelling units add homes to an existing block or neighborhood in a manner that is potentially less impactful than site redevelopment, providing the opportunity for existing community residents to downsize or make additional housing available near existing transit access and services. As well, reducing the cost of processing short subdivisions may provide sites for new housing development for rental or fee-simple ownership in areas where there is existing additional capacity and demand for a variety of different housing types.

Housing Policy H 1.20 – Accessory Dwelling Units. *Allow one accessory dwelling unit as an ancillary use to single-family homes in all designated residential areas as an affordable housing option.*

Staff Analysis: The proposed amendments provide greater flexibility for developing ADUs as an affordable housing option, increasing their feasibility. Meanwhile, provisions such as size, height, and building coverage limitation would provide physical compatibility of the ADU with surrounding structures.

Capital Facilities and Utilities Policy CFU 4.1 – Compact Development. *Promote compact areas of concentrated development in designated centers to facilitate economical and efficient provision of utilities, public facilities, and services.*

Staff Analysis: The Growth Management Act provides very specific guidance as to the planning of capital facilities and utilities, clearly directing that growth should be focused in areas where existing capacity and facilities already exist, as well as the requirement for concurrency. Concurrency requires that utilities and services be provided at the time of development, so there is no drop in levels of service. The procedure for concurrency management (overseen by the City)

includes annual evaluation of adopted service levels and land use trends in order to anticipate demand for service and determine needed improvements. Infill and dense development where excess capacity is available is an efficient use of existing systems since compact systems are less expensive to build and maintain. Accessory dwelling units, which are located in existing neighborhoods with services, and incentivized short plats, which are often built as infill near existing facilities, support this policy.

2. The proposed amendment bears a substantial relation to public health, safety, welfare, and protection of the environment.

Staff Analysis: Responding to current housing affordability and vacancy challenges documented by statutes and adopted local plans, the proposed amendments closely follow the guidance in State law, the Housing Action Plan, and the Mayor's July 26, 2021, Proclamation Addressing Housing Emergency. These amendments are coordinated and work together with additional changes identified in these documents for the City and its partners, and are essentially linked with those actions aimed at finding balance for the public welfare during a period of unprecedented low vacancy levels and climbing prices that threaten to worsen Spokane's housing shortage. As stated above, these changes are consistent with the Comprehensive Plan and statutes protecting public health, safety, and the environment.

V. CONCLUSION

Based on the facts and findings presented herein, staff concludes that the requested text amendments to the Unified Development Code satisfy the applicable criteria for approval as set forth in SMC Section 17G.025.010. To comply with RCW 36.70A.370 the proposed text amendments have been evaluated to ensure proposed changes do not result in unconstitutional takings of private property.

VI. STAFF RECOMMENDATION

Following the close of public testimony and deliberation regarding conclusions with respect to the review criteria and decision criteria detailed in SMC 17G.025.010, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested code amendments to the Unified Development Code.

Staff **recommends approval** of the requested accessory dwelling unit, lot size transition, and short plat processes amendments and recommends that the Plan Commission adopt the facts and findings of the staff report.

VII. LIST OF EXHIBITS

- A. Proposed Draft Text
- B. SEPA Determination of Non-Significance
- C. Public Participation Summary
- D. Public Comments
- E. Department Comment
- F. Related Comprehensive Plan Goals and Policies

DRAFT TEXT

Accessory Dwelling Unit (ADU), Lot Size Transition

Spokane Municipal Code Title 17C

17C.110.200	Lot Size.....	A-2
17C.110.225	Accessory Structures.....	A-9
17C.300.100	General Regulations	A-15
17C.300.110	Criteria	A-15
17C.300.120	Application Procedures	A-16
17C.300.130	Development Standards	A-17
17C.300.140	ADU Expiration	A-24

Section __. That SMC section 17C.110.200 is amended to read as follows:

17C.110.200 Lot Size

A. Purpose.

The standards of this section allow for development on lots, but do not legitimize lots that were divided in violation of [chapter 17G.080 SMC](#), Subdivisions. The required minimum lot size, lot depth, lot width and frontage requirements for new lots ensure that development will, in most cases, be able to comply with all site development standards. The standards also prevent the creation of very small lots that are difficult to develop at their full density potential. Finally, the standards also allow development on lots that were reduced by condemnation or required dedications for right-of-way.

B. Existing Lot Size.

1. Development is prohibited on lots that are not of sufficient area, dimension and frontage to meet minimum zoning requirements in the base zone. Except:
 - a. one single-family residence may be developed on a lot that was legally created under the provisions of chapter 58.17 RCW, Plats – Subdivisions – Dedications, or applicable platting statutes;
 - b. a PUD lot may be less than the minimum size of the base zone, if such lot is delineated on a PUD plan, which has been approved by the hearing examiner. All use and development standards of the zone wherein such lot is located, shall be complied with, unless modified through the PUD process by the hearing examiner. A PUD shall comply with the requirements of subsection (C) of this section.
2. No lot in any zone may be reduced so that the dimension, minimum lot area, frontage or area per dwelling unit is less than that required by this chapter, except as modified through the PUD process by the hearing examiner.
3. Lots Reduced by Condemnation or Required Dedication for Right-of-way. Development that meets the standards of this chapter is permitted on lots, or combinations of lots, that were legally created and met the minimum size requirements at the time of subdivision, but were reduced below one or more of those requirements solely because of condemnation or required dedication by a public agency for right-of-way.

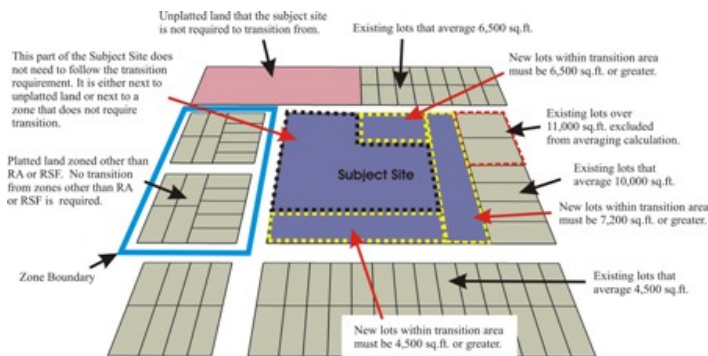
C. Land Division.

1. All new lots created through subdivision must comply with the standards for the base zone listed in Table 17C.110-3.

~~((1. Transition Requirement:~~

~~For sites two acres or greater, transition lot sizes are required to be included as a buffer between existing platted land and new subdivision subject to the requirements of this section. The purpose of this section is to transition lot sizes between the proposed and existing residential developments in order to facilitate compatible development and a consistent development pattern. In the RA and RSF zones, the minimum lot size is subject to transitioning of lots sizes. Lots proposed within the initial eighty feet of the subject property are required to transition lot sizes based on averaging under the following formulas:~~

- ~~a. Transitioning is only required of properties adjacent to or across the right-of-way from existing residential development. “Existing residential development” in this section shall mean existing lots created through subdivision or short plat.~~
- ~~b. Lot size in the transition area is based on the average of the existing lot size in subdivisions adjacent to, or across the street from, the subject property. Lots greater than eleven thousand square feet are not counted in the averaging.~~
- ~~c. If the existing average lot size is greater than seven thousand two hundred square feet, then the lot size in the transition area can be no less than seven thousand two hundred square feet.~~
- ~~d. If the existing average lot size is less than seven thousand two hundred square feet, then the lot size in the transition area can be equal to or greater than the average.~~
- ~~e. If the subject site shares boundaries with more than one subdivision, the minimum lot size in the transition area shall be based on the average lot sizes along each boundary. When two boundaries meet, the lot size shall be based on the larger of the two boundaries. See example below; and~~



[Note: Delete graphic above.]

- ~~f. If the subject site shares a boundary with property zoned other than RA or RSF, then there are no transition requirements along that boundary.~~
- ~~g. After the first set of lots in the transition area, lot sizes may be developed to the minimum lot size of the base zone, i.e., four thousand three hundred fifty square feet in the RSF zone.)~~

2. Planned unit developments, combined with a subdivision, may reduce the minimum lot size, lot width, lot depth and frontage requirements in the RA and RSF zones pursuant to SMC 17G.070.030(C)(1) ~~((, except in the transition area required by subsection (C)(1) of this section)).~~

D. Ownership of Multiple Lots.

Where more than one adjoining lot is in the same ownership, the ownership may be separated as follows:

1. If all requirements of this chapter will be met after the separation, including lot size, density and parking, the ownership may be separated through either a boundary line adjustment (BLA) or plat, as specified under [chapter 17G.080 SMC](#), Subdivisions.
2. If one or more of the lots does not meet the lot size standards in this section, the ownership may be separated along the original plat lot lines through a boundary line adjustment (BLA).

E. New Development on Standard Lots. New development on lots that comply with the lot size standards in this section are allowed subject to the development standards and density requirements of the base zone as required under Table 17C.110-3.

F. Lot Frontage. All residential lots shall front onto a public street and meet the minimum lot frontage requirements of Table 17C.110-3. Except, that frontage on

a public street is not required for lots created through alternative residential subdivision under SMC 17G.080.065, and lots approved in a planned unit development or a manufactured home park may have lots or spaces fronting onto private streets, subject to the decision criteria of [SMC 17H.010.090](#).

TABLE 17C.110-3 DEVELOPMENT STANDARDS [1]					
DENSITY STANDARDS					
	RA	RSF & RSF-C	RTF	RMF	RHD
Density - Maximum	4,350 (10 units/acre)	4,350 (10 units/acre)	2,100 (20 units/acre)	1,450 (30 units/acre)	--
Density - Minimum	11,000 (4 units/acre)	11,000 (4 units/acre)	4,350 (10 units/acre)	2,900 (15 units/acre)	2,900 (15 units/acre)
MINIMUM LOT DIMENSIONS LOTS TO BE DEVELOPED WITH:					
Multi-Dwelling Structures or Development					
	RA	RSF & RSF-C	RTF	RMF	RHD
Minimum Lot Area				2,900 sq. ft.	2,900 sq. ft.
Minimum Lot Width				25 ft.	25 ft.
Minimum Lot Depth				70 ft.	70 ft.
Minimum Front Lot Line				25 ft.	25 ft.
Compact Lot Standards [2]					
Minimum Lot Area [3]		3,000 sq. ft.			
Minimum Lot Width		36 ft.			
Minimum Lot Depth		80 ft.			
Minimum Front Lot Line		30 ft.			
Attached Houses as defined in SMC 17A.020.010					
Minimum Lot Area [3]	7,200 sq. ft.	4,350 sq. ft.	1,600 sq. ft.	1,450 sq. ft.	None

Minimum Lot Width	40 ft.	40 ft.	36 ft. or 16 ft. with alley parking and no street curb cut	Same	Same
Minimum Lot Depth	80 ft.	80 ft.	50 ft.	None	None
Minimum Front Lot Line	40 ft.	40 ft.	Same as lot width	Same as lot width	Same as lot Width
Detached Houses					
Minimum Lot Area [3]	7,200 sq. ft.	4,350 sq. ft.	1,800 sq. ft.	1,800 sq. ft.	None
Minimum Lot Width	40 ft.	40 ft.	36 ft.	25 ft.	25 ft.
Minimum Lot Depth	80 ft.	80 ft.	40 ft.	25 ft.	25 ft.
Minimum Front Lot Line	40 ft.	40 ft.	30 ft.	25 ft.	25 ft.
Duplexes					
Minimum Lot Area			4,200 sq. ft.	2,900 sq. ft.	None
Minimum Lot Width			25 ft.	25 ft.	25 ft.
Minimum Lot Depth			40 ft.	40 ft.	25 ft.
Minimum Front Lot Line			25 ft.	25 ft.	25 ft.
PRIMARY STRUCTURE					
Maximum Building Coverage					
	RA	RSF & RSF-C	RTF	RMF	RHD
Lots 5,000 sq. ft. or larger	40%	2,250 sq. ft. + 35% for portion of lot over 5,000 sq. ft.	2,250sq. ft. + 35% for portion of lot over 5,000 sq. ft.	50%	60%
Lots 3,000 - 4,999 sq. ft.	1,500 sq. ft. + 37.5% for portion of lot over 3,000 sq. ft.				
Lots less than 3,000 sq. ft.	50%				

Attached housing as defined in SMC 17A.020.010, lots any size	Same as above			Up to 70%	Up to 80%
Building Height					
Maximum Roof Height	35 ft. [5]	35 ft. [5]	35 ft. [5]	35 ft. [6]	35 ft. [6]
Maximum Wall Height	25 ft.	25 ft.	25 ft.	-- [6]	--
Floor Area Ratio (FAR)					
FAR	0.5	0.5 [4]	0.5 [4]	--	--
Setbacks					
Front Setback [7, 8]	15 ft.				
Side Lot Line Setback – Lot width more than 40 ft.	5 ft.				
Side Lot Line Setback – Lot width 40 ft. or less	3 ft.				
Street Side Lot Line Setback [7]	5 ft.				
Rear Setback [9, 10]	25 ft.	25 ft. [11]	15 ft.	10 ft.	10 ft.
Required Outdoor Area					
Required Outdoor Area for attached and detached houses. Minimum dimension (See SMC 17C.110.223)	250 sq. ft. 12 ft. x 12 ft.	250 sq. ft. 12 ft. x 12 ft.	250 sq. ft. 12 ft. x 12 ft.	200 sq. ft. 10 ft. x 10 ft.	48 sq. ft. 7 ft. x 7 ft.
ACCESSORY STRUCTURES					
	RA	RSF & RSF-C	RTF	RMF	RHD
Maximum Roof Height	30 ft.	20 ft.	20 ft.	35 ft.	35 ft.
Maximum Wall Height	30 ft.	15 ft.	15 ft.	35 ft.	35 ft.

Maximum Coverage [12]	20%	15%	15%	See Primary Structure	See Primary Structure
<u>Maximum Coverage with Accessory Dwelling Unit, Lots less than 5,500 sq. ft. [12]</u>	<u>20%</u>			<u>See Primary Structure</u>	<u>See Primary Structure</u>
Front Setback	20 ft.				
Side Lot Line Setback – Lot width 40 ft. or wider [13]	5 ft.				
Side Lot Line Setback – Lot width less than 40 ft. [13]	3 ft.				
Street Side Lot Line [14]	20 ft.				
Rear [13]	5 ft.				
Rear with Alley	0 ft.				

Notes:

-- No requirement

[1] Plan district, overlay zone, or development standards contained in SMC 17C.110.310 through 360 may supersede these standards.

[2] See SMC 17C.110.209, Compact Lot Standards.

[3] ~~((For developments two acres or greater, lots created through subdivision in the RA, RSF and the RSF-C zones are subject to the lot size transition requirements of SMC 17C.110.200(C)(1).)) [Deleted.]~~

[4] In the RSF-C and RTF zones, and sites in the RSF zone qualifying for compact lot development standards, described in SMC 17C.110.209, FAR may be increased to 0.65 for attached housing development only.

[5] No structure located in the rear yard may exceed twenty feet in height.

[6] Base zone height may be modified according to SMC 17C.110.215, Height.

[7] Attached garage or carport entrance on a street is required to be setback twenty feet from the property line.

[8] See SMC 17C.110.220(D)(1), setbacks regarding the use of front yard averaging.

[9] See SMC 17C.110.220(D)(2), setbacks regarding reduction in the rear yard setback.

[10] Attached garages may be built to five feet from the rear property line except, as specified in SMC 17C.110.225(C)(6)(b), but cannot contain any living space.

[11] In the RSF-C zone and sites in the RSF zone qualifying for compact lot development standards, described in SMC 17C.110.209, the rear setback is 15 feet.

[12] Maximum site coverage for accessory structures is counted as part of the maximum site coverage of the base zone. See SMC 17C.110.225(D).

[13] Setback for a detached accessory structure and a covered accessory structure may be reduced to zero feet with a signed waiver from the neighboring property owner, except, as specified in SMC 17C.110.225(C)(5)(b).

[14] The setback for a covered accessory structure may be reduced to five feet from the property line.

Section ___. That SMC section 17C.110.225 is amended to read as follows:

17C.110.225 Accessory Structures

A. Purpose.

This section regulates structures that are incidental to primary buildings to prevent them from becoming the predominant element of the site. The standards provide for necessary access around structures, help maintain privacy to adjoining lots and maintain open front setbacks.

B. General Standards.

1. Accessory structures are allowed on a lot only in conjunction with a primary building, and may not exist on a lot prior to the construction of the primary structure, except as allowed by subsection (B)(2) of this section.

2. An accessory structure that becomes the only structure on a lot as the result of a land division may remain on the lot if the owner has submitted a financial guarantee to the City for the cost of demolition and removal of the structure. The financial guarantee will be used by the City if the owner has not removed the accessory structure if, within one year of final plat approval or boundary line adjustment (BLA), a primary structure has not been built and received final inspection. The financial guarantee must be accepted by the City prior to approval of the final plat or boundary line adjustment.
3. An accessory structure shall not contain a kitchen or space for living, sleeping, eating, or cooking unless it is approved as an accessory dwelling unit under chapter 17C.300 SMC.

C. Setbacks.

1. Mechanical Structures.
Mechanical structures are items such as heat pumps, air conditioners, emergency generators, and water pumps.
 - a. Front Setback Standard.
Mechanical structures are not allowed in required front building setbacks.
 - b. Side and Rear Setback Standard.
Mechanical structures are allowed inside and rear building setbacks if the structure is no more than forty-eight inches high.
2. Vertical Structures.
Vertical structures are items such as flagpoles, trellises and other garden structures, radio antennas, satellite receiving dishes and lampposts. Fences are addressed in SMC 17C.110.230. Sign standards are in chapter 17C.240 SMC, Signs.
 - a. Setback Standard.
Vertical structures are allowed in required side and rear building setbacks if they are no larger than four feet in width, depth or diameter and no taller than seven feet. If they are larger or taller, they are not allowed in required building setbacks. Trellises and other gate features are allowed in front yard if they are no larger than four feet in width, depth or diameter and no taller than seven feet and do not conflict with the clear view triangle provisions under SMC 17C.110.230, Fences.
3. Uncovered Horizontal Structures.
Uncovered horizontal structures are items such as decks, stairways, entry bridges, wheelchair ramps, swimming pools, hot tubs, tennis courts, and boat docks that are not covered or enclosed.

- a. Setback Standard.
 - i. Projection Allowed.

The following structures are allowed in required building setbacks, as follows:

 - A. Structures that are no more than two and one-half feet above the ground are allowed in side and rear building setbacks. Handrails required by the IBC/IRC are not included in the maximum height.
 - B. On lots that slope down from the street, vehicular or pedestrian entry bridges that are no more than two and one-half feet above the average sidewalk elevation are allowed in all building setbacks; and
 - C. Stairways and wheelchair ramps that lead to one entrance on the street-facing facade of a building are allowed in street setbacks.
- 4. Covered Accessory Structures.

Covered accessory structures are items such as greenhouses, storage buildings (not used to cover motor vehicles), sheds, covered decks, covered porches, gazebos, and covered recreational structures.

 - a. Setback Standard.

Covered accessory structures are not allowed in the required front ~~((and side))~~ building setbacks. Covered accessory structures are not allowed in the required side building setback without a signed waiver from the neighboring property owner.
- 5. Detached Accessory Structures.

Detached accessory structures are garages, carports, and other structures utilized to cover motorized vehicles.

 - a. Setback Standard.

A detached accessory structure is not allowed in the front building setback. A detached accessory structure is not allowed in the required side building setback without a signed waiver from the neighboring property owner. A detached accessory structure that has an entrance, which faces a street, is required to be setback twenty feet from the property line or from the back of the sidewalk, as stated in Table 17C.110-3.
 - b. Detached accessory structures may be built to the rear property line, unless parking in front of the structure is proposed, then the structure

is required to be built a minimum of eighteen feet from the edge of the alley tract, easement, or right-of-way.

6. Attached Accessory Structures.

Accessory structures are garages, carports or other structures utilized to cover motorized vehicles that are connected by a common wall to the primary structure.

a. Setback Standard.

An attached accessory structure is not allowed in the front building setback. An attached accessory structure that has an entrance which faces a street is required to be setback twenty feet from the property line as stated in Table 17C.110-3.

b. Attached accessory structures may be built to within five feet of the rear property line, unless parking in front of the structure is proposed, then the structure is required to be built a minimum of eighteen feet from the edge of the alley tract, easement or right-of-way.

D. Building Coverage.

1. Except as provided in subsection (2) of this subsection (D), ((The)) the combined building coverage of all detached accessory structures and covered accessory structures may not exceed fifteen percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.

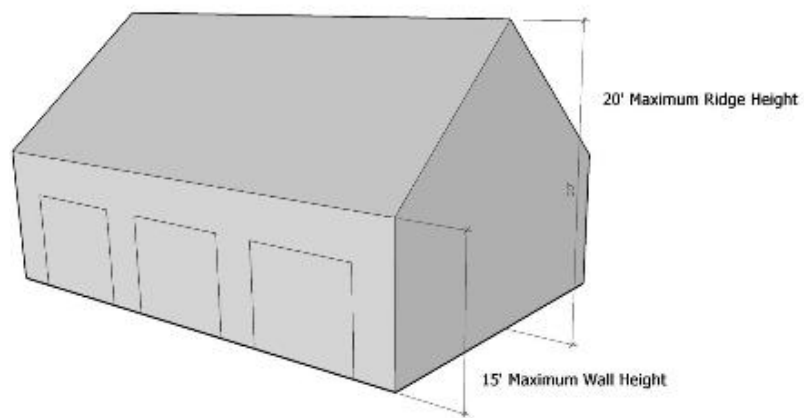
2. On lots smaller than five thousand five hundred square feet with an accessory dwelling unit, combined building coverage of all detached accessory structures and covered accessory structures may not exceed twenty percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.

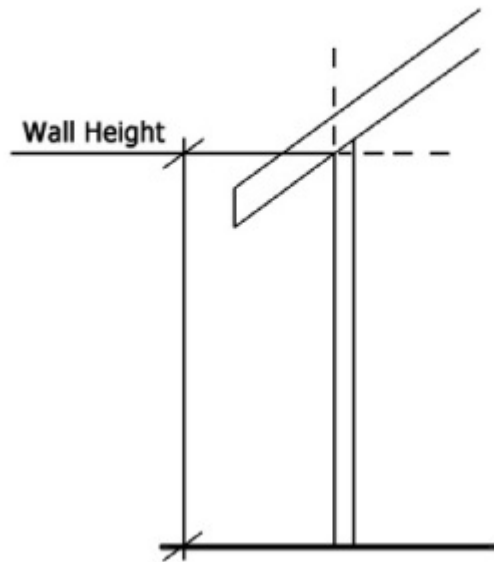
E. Building Height.

The building height of detached accessory structures and covered accessory structures is listed in Table 17C.110-3. Accessory structures, which contain an ADU over a garage, are subject to the height limitations in chapter 17C.300 SMC, Accessory Dwelling Units.

TABLE 17C.110.225-1	
MAXIMUM HEIGHT – DETACHED ACCESSORY BUILDING [1]	
Maximum Wall Height [2]	15 ft.
Maximum Roof Height [3]	20 ft.
<p>[1] Cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater.</p> <p>[2] The height of the lowest point of the roof structure intersects with the outside plane of the wall.</p> <p>[3] The height of the ridge of the roof.</p> <p>See “Example A” below.</p>	

Example A





17C.300.100 General Regulations

- A. Where the Regulations Apply.
Attached and detached accessory dwelling units are permitted in the RA through RHD zones, including planned unit developments, subject to the limitations of subsection (B) of this section.
- B. Limitation.
- ~~((1. One ADU is allowed per lot as an accessory use in conjunction with a detached single-family residence.~~
- ~~2. A detached ADU must either be combined with a garage or shall be the only detached structure in the rear yard setback area.~~
- ~~3. Detached))~~ One accessory dwelling ~~((units are))~~ unit is allowed per lot in the RA, RSF, RTF, RMF, and RHD zones subject to the development standards of the underlying zoning district.

Section __. That SMC 17C.300.110 is amended to read as follows:

17C.300.110 Criteria

- ~~((A. Minimum Lot Size.
The minimum lot size for ADU is five thousand square feet.))~~
- ~~((B.))~~ A. ~~((ADU Minimum and))~~ Maximum Size.
1. Internal ADU.
Before the establishment of an internal ADU the ~~((footprint))~~ floor area of the principal structure, excluding an attached garage, must be not less than eight hundred square feet.
- ~~a. The ((size)) internal ADU shall contain no more than two bedrooms and the floor area of the internal ADU must be ((not less than two hundred fifty square feet and)) not more than eight hundred square feet, excluding any related garage area.~~
- ~~b. The conversion of an existing interior basement or attic space of a principal structure into an ADU may exceed the maximum floor area for an internal ADU specified in subsection (1)(a) of this subsection.~~
2. Detached ADU.
- ~~a. The maximum detached ADU size is subject to building coverage per SMC 17C.300.130(B)(3) and floor area ratio per subsection (3) of this subsection (A); and~~

b. A detached ADU shall not exceed ~~((six hundred square feet))~~
seventy-five percent of the floor area of the principal structure, or
eight hundred sixty-four square feet of floor area, whichever is
greater.

3. FAR.

a. The ~~square-footage floor area~~ of an ADU, excluding any garage, is counted as part of the floor area ratio (FAR). ~~((Internal ADUs may not exceed fifty percent of the total square footage of the principal structure's building footprint.))~~

b. To offer greater flexibility in integrating an ADU on smaller lots, the maximum allowable FAR may be increased to 0.6 on lots smaller than seven thousand two hundred square feet in area, with an ADU, and to 0.7 on lots smaller than five thousand square feet in area with an ADU.

~~((C.))~~ B. Occupancy for Short-Term Rentals.

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

1. submit evidence to the director showing good cause, such as a job dislocation, sabbatical leave, education or illness, for waiver of this requirement for up to one year absence from the property. Upon such showing the director may waive the requirement;
2. re-occupy the structure; or
3. remove the accessory dwelling unit.

Section __. That SMC 17C.300.120 is amended to read as follows:

17C.300.120 Application Procedures

A. Application.

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

B. Covenants.

~~((A))~~ Where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, a covenant and deed restriction identifying the ADU and limitations of occupancy and ownership is required to be recorded and filed with

the Spokane county auditor's office. A copy of the recorded covenant must be provided to the City of Spokane planning and economic development services department prior to the issuance of a building permit or safety inspection.

Section __. That SMC 17C.300.130 is amended to read as follows:

17C.300.130 Development Standards

A. Development Standards – Requirements for All Accessory Dwelling Units.
All accessory dwelling units must meet the following:

1. Creation.
An accessory dwelling unit may only be created through the following methods:
 - a. Converting existing living area, attic, basement or garage.
 - b. Adding floor area.
 - c. Constructing a detached accessory dwelling unit on a site with an existing house, attached house or manufactured home ~~((or))~~.
 - d. Constructing a new house, attached house or manufactured home with an internal or detached accessory dwelling unit.
 - e. In the RTF, RMF, or RHD zone, constructing an attached or detached accessory dwelling unit on a site with any existing or new principal structure. All new structures and additions shall comply with all applicable building, fire, and engineering standards.
2. Number of Residents.
The total number of individuals that reside in both units may not exceed ~~((the number that is allowed for a household))~~ any lawful limits on occupant load per square foot or generally applicable health and safety provisions as established by applicable building or fire code, as provided in RCW 35.21.682.
- ~~((3. Other Uses.
An accessory dwelling unit is prohibited on a site with a home occupation.))~~
- ~~((4.))~~ 3. Location of Entrances for Internal ADUs.
Only one entrance may be located on the facade of the ~~((house, attached house or manufactured home))~~ principal structure facing the street, unless the ~~((house, attached house or manufactured home))~~ principal structure contained additional entrances before the accessory dwelling unit was created. An exception to this regulation is entrances that do not have access from the ground such as entrances from balconies or decks.

~~((5.))~~ 4. Parking.

a. Studio and one-bedroom ADUs require no additional parking. One additional off-street parking space is required for the accessory dwelling unit with more than one bedroom, plus one per bedroom after two bedrooms. Existing required parking for the ~~((house, attached house or manufactured home))~~ principal structure must be maintained ~~((or replaced on-site)).~~

b. As an exception to subsection (a), no additional off-street parking space is required for the ADU within one-quarter-mile of stops for a bus or other transit mode providing actual fixed route service at intervals of no less frequently than fifteen minutes for at least five hours during the peak hours of operation on weekdays, defined as a major transit stop under RCW 36.70A.696.

~~((6.))~~ Exterior Finish Materials.

~~The exterior finish material must be the same or visually match in type, size, and placement the exterior finish material of the house, attached house or manufactured home.))~~

~~7.))~~ Roof Pitch.

~~The roof pitch must be the same as the predominant roof pitch of the house, attached house or manufactured home.~~

~~8.))~~ Trim.

~~Trim must be the same in type, size and location as the trim used on the house, attached house or manufactured home.~~

~~9.))~~ Windows.

~~Windows must match those in the house, attached house or manufactured home in proportion (relationship of width to height) and orientation (horizontal or vertical). This standard does not apply when it conflicts with building code regulations.))~~

B. Additional Development Standards for Detached ADUs.

1. Setbacks.

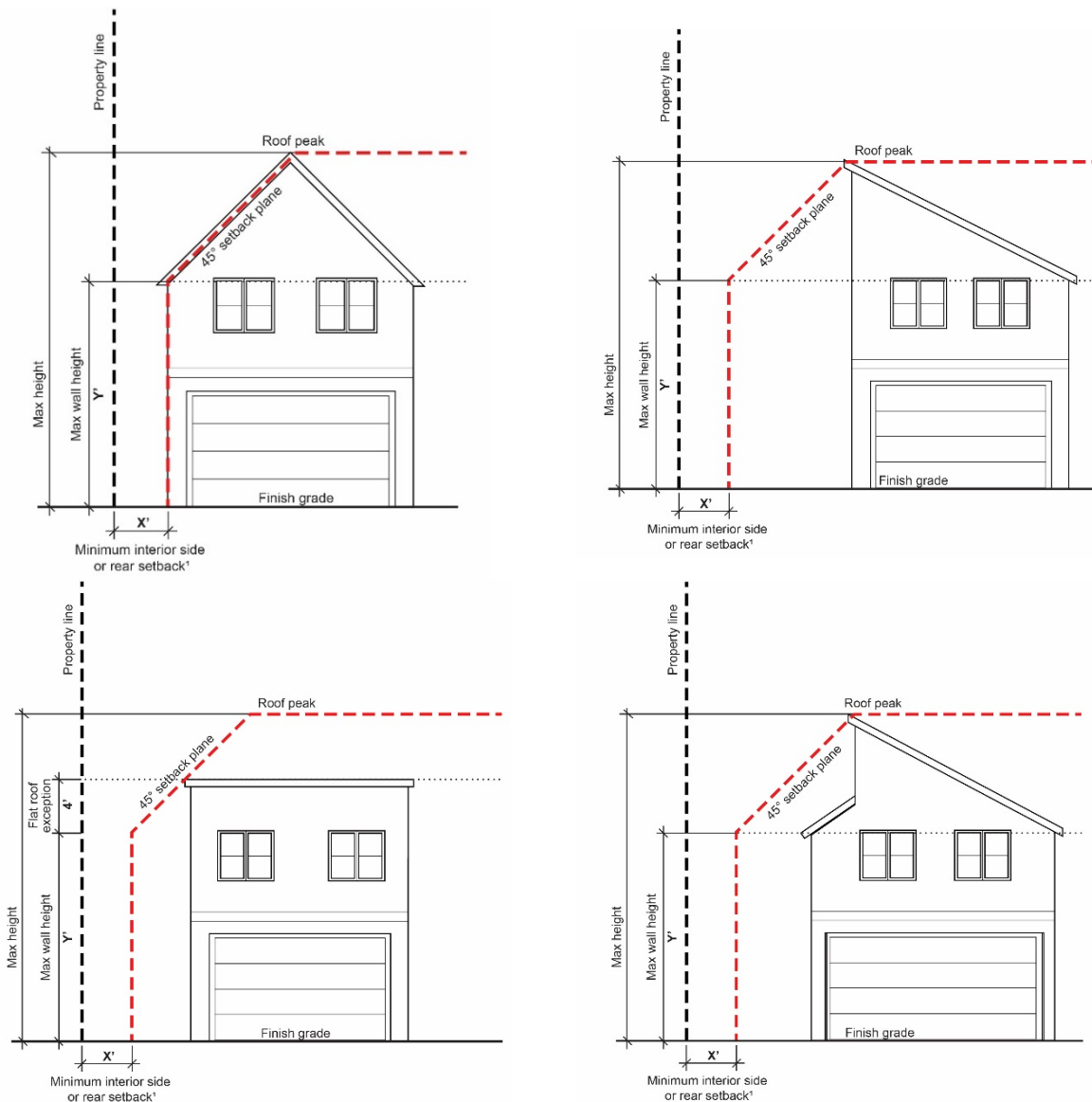
~~((The))~~ Except for conversion of existing accessory structures, the accessory dwelling unit must be ((at least)):

~~((a.))~~ sixty feet from the front lot line; or

~~b.))~~ six feet behind the house, attached house or manufactured home;))

- ~~((e.))~~ a. as specified for ~~((rear and side yard))~~ setbacks in Table 17C.110-3 for ~~((primary structures for attached ADUs and))~~ accessory structures ~~((for detached ADUs.))~~; and
- b. in conformance with the forty-five degree setback plane:
- i. The forty-five degree setback plane is measured at the maximum wall height listed in Table 17C.300-1, from the interior side lot line setback, or rear setback without an alley, as listed in Table 17C.110-3 for accessory structures. The setback plane does not apply on side or rear setbacks measured from alley or street lot lines.
 - ii. The setback plane increases at a forty-five degree angle away from the interior side and rear lot lines without an alley, up to the maximum roof height in Table 17C.300-1. See Figure 17C.300-A for examples.
 - iii. No portion of the accessory dwelling unit may project beyond the forty-five degree setback plane described in this subsection, except for the roof structure and minor extensions allowed by SMC 17C.110.220(C)(1).
 - iv. The setback may be reduced to zero feet with a signed waiver from the neighboring property owner. In that case, the forty-five degree setback plane would be measured from the maximum wall height and the property line.

Figure 17C.300-A. Setback Plane [1]



[Note: Add the four graphics above.]

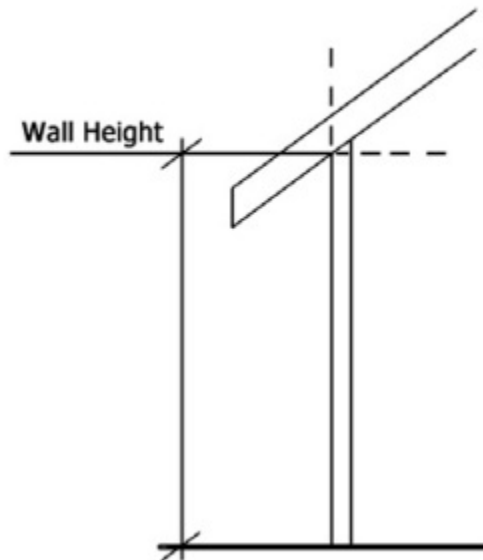
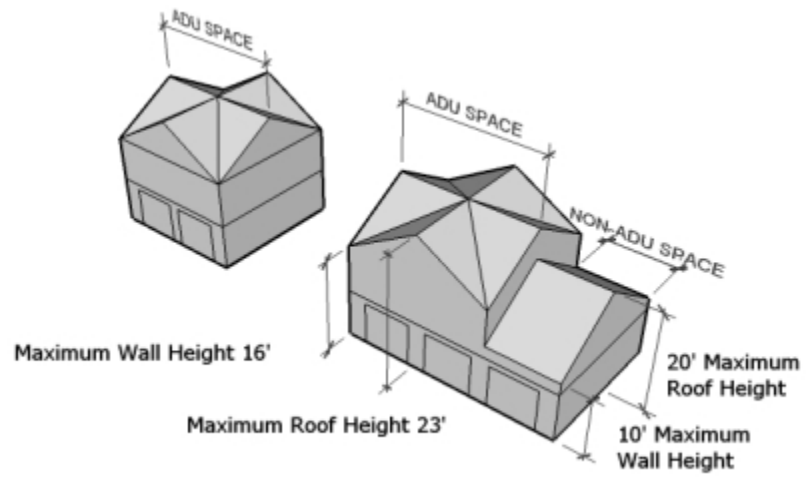
[1] The setback plane does not apply on side setbacks or rear setbacks measured from alley lot lines or street lot lines.

2. Height.

The maximum height allowed for a detached accessory dwelling unit is shown in Table 17C.300-1. A detached ADU over a detached accessory structure with flat or terraced roof forms with slopes of less than 3:12 that conform to the forty-five-degree setback plane in subsection (B)(1)(b) of this section may be granted a wall height exception up to four feet.

TABLE 17C.300-1 MAXIMUM ROOF AND WALL HEIGHT		
	Maximum Height – Detached Accessory Building Attached to an ADU or Detached ADU [1]	Maximum Height – Detached ADU Over a Detached Accessory Structure
Maximum Wall Height [2]	10 ft.	((16)) <u>17</u> ft.
Maximum Roof Height [3]	20 ft.	((23)) <u>25</u> ft.
[1] Detached accessory structures cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater. [2] The height of the lowest point of the roof structure intersects with the outside plane of the wall. [3] The height of the ridge of the roof. See “Figure ((A)) <u>17C.300-B</u> ” below.		

Figure ((A)) 17C.300-B



3. Bulk Limitation.

The building coverage for the detached accessory dwelling unit may not be larger than the building coverage of the ~~((house, attached house or manufactured home))~~ principal structure.

a. ~~((The))~~ On lots five thousand five hundred square feet or larger, the combined building coverage of all detached accessory structures may not exceed fifteen percent of the total area of the site.

b. On lots smaller than five thousand five hundred square feet, the combined building coverage of all detached accessory structures may not exceed twenty percent of the total area of the site.

4. Conversion of Existing Detached Accessory Structures.

a. In RA through RTF zones, conversion of an existing detached accessory structure that is in a front building setback required by [Table 17C.110-3](#) is not allowed. Conversion of an existing detached accessory structure that is in a rear or side building setback is allowed as provided by [SMC 17C.110.220](#), Setbacks, and [SMC 17C.110.225](#), Accessory Structures.

b. In RMF through RHD zones, conversion of an existing detached accessory structure that is in a front building setback required by [Table 17C.110-3](#) is not allowed. Conversion of an existing detached accessory structure that is in a rear or side building setback is allowed as provided by [SMC 17C.110.220](#), Setbacks, and [SMC 17C.110.225](#), Accessory Structures.

c. If the accessory dwelling unit is proposed for an existing detached accessory structure that meets any of the standards of subsections ~~((A)(6) through (9) and))~~ (B)(2) and (3) of this section, alterations that will move the structure out of conformance with the standards that are met are not allowed.

d. If the accessory dwelling unit is proposed as a conversion of an existing detached accessory structure or a portion of the building, and ~~((the existing detached accessory structure does not meet the standards of subsections (A)(6) through (9) of this section, the structure is exempt from those standards. If))~~ any floor area is added to the existing detached accessory structure to accommodate an ADU, then the entire structure must meet the ~~((standards of subsections (A)(6) through (9) of this section and the))~~ underlying zoning development standards.

- C. Utilities and Addressing.
The ADU must utilize those municipal utilities and address established for the principal dwelling unit.
- D. Code Compliance.
The ADU must meet all technical code standards of this title including building, electrical, fire, and plumbing code requirements and permits.

Section __. That SMC 17C.300.140 is amended to read as follows:

17C.300.140 ADU Expiration

- A. Transfer.
~~((An))~~ In the case where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, an ADU permit is not transferable to any other property or any other person except to the new owner of the subject property when the property will be owner occupied.
- B. Expiration.
Approval of an ADU expires when the:
 - 1. accessory dwelling unit is altered and is thus no longer in conformance with the plans approved by the building services department; or
 - 2. property ceases to maintain the required off-street parking spaces for the accessory and principal dwelling units; or
 - 3. in the case where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, legal titleholder of the property ceases to own and reside in either the principal or the accessory dwelling unit.

DRAFT TEXT
Short Plat Notification
Spokane Municipal Code Title 17G Administration and Procedures

17G.060.100 Notice of Application	A-26
17G.060T.003 Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process	A-26
17G.060.130 Public Comment Period	A-29
17G.080.040 Short Subdivisions	A-29

Section __. That SMC section 17G.060.100 is amended to read as follows:

17G.060.100 Notice of Application

Within fourteen days of the issuance of a determination of a complete application, a notice of application shall be provided for Type I, II and III project permit applications in accordance with this section (RCW 36.70B.110.2), except that notice of application is not required for short subdivision applications involving minor engineering review as defined in SMC 17G.080.040(C)(2). The notice of application shall follow the public notice requirements contained in SMC 17G.060.110 through 17G.060.120. The notice of application may be combined with the notice of public hearing, if a hearing has been scheduled by notice of application. The date, time, place and type of hearing, SEPA determination and SEPA appeal deadline (using the optional DNS process) are required to be added to the notice of application if this provision is used (RCW 36.70B.110(2)(f)).

Section __. That SMC section 17G.060T.003 is amended to read as follows:

17G.060T.003 Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process

TABLE 17G.060-3 TYPE OF PUBLIC NOTICE REQUIRED / PROJECT PERMIT REVIEW PROCESS (Click here to view PDF)						
Project Permit Type	Notice of Community Meeting	Notice of Application	Notice of Public Hearing	Review Official	City Council Review	Expiration of Permit [1]
Building and Code Enforcement – Type I Application						
Building Permit	No	No	No	Building Official	No	180 days
Grading Permit	No	No	No	Building Official	No	180 days
Demolition Permit	No	No [5]	No [2]	Building Official	No	180 days
Building Permit with SEPA	No	Posted / Legal	No	Building Official	No	180 days

Grading Permit with SEPA	No	Posted / Legal	No	Building Official	No	180 days
Demolition Permit with SEPA	No	Posted / Legal [5]	No	Building Official	No	180 days
Planning Services – Type I Application						
Floodplain with SEPA	Posted / Individual	Posted / Individual	No	Planning Director	No	180 days
Planning Services – Type II Application						
Binding Site Plan	No	Posted / Individual	No	Planning Director	No	5 years
Certificate of Compliance	No	Posted / Individual	No	Planning Director	No	None
Conditional Use Permit	No [3]	Posted / Individual	No	Planning Director	No	3 years
Plans-in-lieu	No	Posted / Individual	No	Planning Director	No	3 years
Shoreline SDP	No	Posted / Individual	No	Planning Director	No	Must Comply with WAC 173-27-90
Short Plat with SEPA	No	Posted / Individual	No	Planning Director	No	5 years
<u>Short Plat with minor engineering review</u>	<u>No</u>	<u>No</u>	<u>No</u>	<u>Planning Director</u>	<u>No</u>	<u>5 years</u>
<u>Short Plat with SEPA exemption and standard engineering review</u>	<u>No</u>	<u>Individual</u>	<u>No</u>	<u>Planning Director</u>	<u>No</u>	<u>5 years</u>
Planning Services – Type III Application (Hearing Required)						
Certificate of Compliance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	None
Conditional Use Permit	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years

Floodplain Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
Long Plat	Posted / Individual	Posted / Individual	Newspaper / Posted / Individual	Hearing Examiner	No	5 years
Plans-in-lieu	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
PUD	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	5 years [4]
Rezone	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	3 years
Shoreline CUP	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90
Shoreline Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90
Skywalk	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	2 years
Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years

Notes:

[1] Approval expires after the specified time if no permit to develop the project is issued by the City of Spokane or building permit expires without completion of the improvements.

[2] Public Hearing is required if the structure is on the National Historic Register.

[3] Conditional Use Permits required under SMC 17C.110.110, Limited Use Standards for Religious Institutions and Schools, will complete posted/individual notification requirements for a Community Meeting.

[4] If a PUD is approved together with a preliminary plat, the expiration date for the PUD shall be the same as the expiration date of the preliminary plat.

[5] Applications for demolition permits for the demolition of an entire building or structure shall, in addition to any applicable requirements under chapter 43.21C RCW, be subject to a ten day review and comment period. This review and comment period shall run concurrently with any other applicable notice and comment period. Following receipt of such applications, copies shall be forwarded to the individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the building or structure is located, at the address for such neighborhood council designee(s) that is on file with the department. Any comments submitted to the department by the neighborhood council during this review and comment period shall be provided to the applicant prior to issuing the demolition permit.

Section __. That SMC section 17G.060.130 is amended to read as follows:

17G.060.130 Public Comment Period

- A. The public comment period for Type I, II, and III applications is fifteen days, except short subdivision applications with minor engineering review as provided in SMC 17G.080.040(C)(2) shall have no public comment period.
- B. The public comment period for a shoreline substantial development permit, shoreline conditional use, or shoreline variance shall be thirty days.
- C. The public comment period for a shoreline substantial development permit for limited utility extensions and bulkheads shall be twenty days (WAC 173-27-120).
- D. The longest public comment period shall prevail.

Section __. That SMC section 17G.080.040 is amended to read as follows:

17G.080.040 Short Subdivisions

- A. Predevelopment Meeting
A predevelopment meeting is required if the proposal is located in the central business district, unless waived by the director, and is recommended for all other proposals prior to submittal of the application. The purpose of a predevelopment meeting is to acquaint the applicant with the applicable provisions of this chapter, minimum submission requirements and other plans or regulations, which may impact the proposal.
- B. Preliminary Short Plat Application and Map Requirements
 - 1. Applications for approval of a preliminary short subdivision shall be filed with the director. All applications shall be submitted on forms provided for such purpose by the department. The director may waive specific submittal requirements determined to be unnecessary for review of the application. The application shall include the following:
 - a. The general application.
 - b. The supplemental application.
 - c. The environmental checklist, if required under chapter 17E.050 SMC.
 - d. Title report no older than thirty days from issuance from the title company.
 - e. The filing fees as required under chapter 8.02 SMC.
 - f. The required number of documents, plans or maps drawn to a minimum scale of one inch equals one hundred feet, on a sheet

twenty-four by thirty-six inches, as set forth in the application checklist.

- g. A written narrative identifying consistency with the applicable policies, regulations and criteria for approval of the permit requested; and
- h. Additional application information which may be requested by the permitting department and may include, but is not limited to, the following: geotechnical studies, hydrologic studies, critical area studies, noise studies, air quality studies, visual analysis and transportation impact studies.
- i. One copy of the predevelopment conference notes (if applicable); and
- j. One copy of the notification district map.

2. Contents of Preliminary Short Plat Map

The preliminary short plat shall be prepared by a land surveyor and shall show the following:

- a. Plat name and the name of any subdivision to be replatted.
- b. The name, mailing address and phone number of the owner and the person with whom official contact should be made regarding the application.
- c. Surveyor's name, mailing address and phone number.
- d. Legal description.
- e. Section, township and range.
- f. Vicinity map.
- g. North arrow, scale and date.
- h. Datum plane.
- i. Acreage.
- j. Number of lots and proposed density.
- k. Zoning designation.
- l. The boundary lines of the proposed subdivision.
- m. City limits and section lines.
- n. Park or open space (if proposed).
- o. Existing topography at two-foot maximum interval.
- p. The boundaries and approximate dimensions of all blocks and lots, together with the numbers proposed to be assigned each lot and block, and the dimensions, square footage and acreage of all proposed lots and tracts.
- q. Proposed names of streets.

- r. The location and widths of streets, alleys, rights-of-way, easements (both public and private), turn around and emergency access, parks and open spaces.
- s. Conditions of adjacent property, platted or unplatted, and if platted, giving the name of the subdivision. If the proposed short plat is the subdivision of a portion of an existing plat, the approximate lines of the existing plat are to be shown along with any and all recorded covenants and easements.
- t. The names and address of the record owners and taxpayers of each parcel adjoining the subdivision.
- u. Indicate any street grades in excess of eight percent.
- v. The location and, where ascertainable, sizes of all permanent buildings, wells, wellhead protection areas, sewage disposal systems, water courses, bodies of water, flood zones, culverts, bridges, structures, overhead and underground utilities, railroad lines, and other features existing upon, over or under the land proposed to be subdivided, and identifying any which are to be retained or removed.
- w. Proposed one-foot strips for right-of-way conveyed to the City, in cases where a proposed public street or alley abuts unplatted land.
- x. If a body of water forms the boundary of the plat, the ordinary high water mark as defined in chapter 90.58 RCW.
- y. Critical areas as defined in chapters 17E.020, 17E.030, 17E.070 and 17G.030 SMC.
- z. Significant historic, cultural or archaeological resources; and
- aa. If the proposal is located in an irrigation district, the irrigation district name.

C. Review of Preliminary Short Plat

- 1. The application shall be reviewed in accordance with the procedures set forth in chapter 17G.060 SMC for a Type II application, except an application that meets the requirements for minor engineering review as provided in subsection (2) of this section shall be excluded from the public notice requirements contained in SMC 17G.060.110 through 17G.060.120 and public comment period under SMC 17G.060.130.
- 2. Minor Engineering Review.
A preliminary short plat application may qualify for a minor engineering review if it meets all of the following conditions:
 - a. The application is categorically exempt from chapter 43.21C RCW (SEPA);

- b. There is direct water and sewer main lot frontage on an existing and improved public right-of-way;
- c. No extensions of public water, sewer, or other utility services will be needed;
- d. No public easements for water, sewer, or other utility service exists on the lot; and
- e. The lot is not situated in a Special Drainage District as defined in SMC 17D.060.130.

D. Public Notice

All public notice of the application shall be given in accordance with the procedures set forth in chapter 17G.060 SMC for a Type II application, except a short plat that meets the requirements for minor engineering review as provided in subsection (C)(2) of this section shall not require a notice of application.

E. Preliminary Short Plat Approval Criteria

Prior to approval of a short plat application, the director shall find the application to be in the public use and interest, conform to applicable land use controls and the comprehensive plan of the City, and the approval criteria set forth in chapter 17G.060 SMC. The director has the authority to approve or disapprove a proposed preliminary short plat under the provisions of this chapter, subject to appeal as provided in chapters 17F.050 and 17G.060 SMC.

F. Final Short Plat Review Procedure

1. The subdivider shall submit to the director for review the following:
 - a. A final short plat, prepared by a registered land surveyor licensed in the state of Washington, consistent with the approved preliminary short plat.
 - b. A title report less than thirty days old confirming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication.
 - c. Covenants, conditions and restrictions, if applicable; and
 - d. Fees pursuant to chapter 8.02 SMC.
2. Within thirty days, unless the applicant has consented to a longer period of time, of receipt of a proposed final short plat, the director shall review the plat for conformance with all conditions of the preliminary short plat approval, the requirements of this chapter and that arrangements have been made to insure the construction of required improvements. If all such conditions are met, the director shall approve the final short plat and authorize the recording of the plat. If all conditions are not met, the director shall provide the applicant in writing a statement of the necessary changes to bring the final short plat into conformance with the conditions.

- a. If the final short plat is required to be resubmitted, the subdivider is required to provide the following:
 - b. A cover letter addressing the corrections, additions or modifications required.
 - c. Title report no older than thirty days from issuance of a title company conforming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication; and
 - d. The required number of copies of the corrected final short plat map.
3. If the final short plat is approved, the surveyor causes the plat to be signed by the Spokane county treasurer and file of record with the Spokane county auditor. The surveyor is required to file the appropriate number of mylar and bond copies of the recorded short plat with the director.

G. Final Short Plat Map Requirements

The subdivider shall submit to the director a final short plat in the same form and with the same content as the preliminary short plat, as provided in subsections (B)(1) and (2) of this section, with the following exceptions or additional requirements:

1. A final short plat shall contain all the information required of the preliminary plat, except the following:
 - a. Show existing buildings.
 - b. Show existing utility lines and underground structures.
 - c. Show the topographical elevations; or
 - d. Contain the names and addresses of adjoining landowners.
2. The final short plat shall include the following:
 - a. Surveyor's certificate, stamp, date and signature, as follows:

The following land surveyor's certificate to be shown on each sheet of the plat: "I, _____ registered land surveyor, hereby certify the plat of _____, as shown hereon, is based upon actual field survey of the land described and that all angles, distances, and courses are correctly shown and that all non fronting lot corners are set as shown on the plat. Monuments and fronting lot corners shall be set upon completion of the utility and street improvements.

Signed _____ (Seal)"
 - b. A certification by the city treasurer, as applicable:
 - i. "I hereby certify that the land described by this plat, as of the date of this certification, is not subject to any local improvement assessments. Examined and approved, this _____ day of _____, 20__.

City of Spokane Treasurer”

- ii. “I hereby certify that the land described by this plat, as of the date of this certificate, is not subject to any delinquent local improvement assessment. Future installments, if any, shall remain due and payable and it shall be the responsibility of the owners to initiate the segregation of the LID assessment. Examined and approved, this ____ day of _____, 20__.

City of Spokane Treasurer”

- iii. “A preliminary local improvement assessment exists against this property. It shall be the responsibility of the owner’s to initiate the segregation of the LID assessment. After this assessment is finalized, it shall be due and payable. Examined and approved this ____ day of _____, 20__.

City of Spokane Treasurer”

- c. The certification by the planning director, as follows:
“This plat has been reviewed on this ____ day of _____, 20__ and is found to be in full compliance with all the conditions of approval stipulated in the Hearing Examiner’s/Planning Director’s approval of the preliminary plat # - -PP/SP.

City of Spokane Planning Director”

- d. The certification by the city engineer, as follows:
“Approved as to compliance with the survey data, the design of public works and provisions made for constructing the improvements and permanent control monuments this ____ day of _____, 20__.

City of Spokane Engineer”

- e. The certification by the Spokane county treasurer, as follows:
“I hereby certify that the land described in this plat, as of the date of this certification, is not subject to any outstanding fees or assessments. Examined and approved ____ day of _____, 20__.

Spokane County Treasurer”

- f. The certification by the Spokane county auditor on each page of the final short plat including the time, date, book and page number of the recording of the final mylar.

- g. Signature of every owner certifying that:
 - i. the plat is made with the free consent and in accordance with the desires of the owners of the land;
 - ii. the owners are the owners of the property and the only parties having interest in the land and is not encumbered by any delinquent taxes or assessments;
 - iii. the owners adopt the plan of lots, blocks and streets shown;
 - iv. owner dedicates to the City and the City's permittees the easements shown for utilities and cable television purposes;
 - v. owner dedicates to the City the streets, alleys and other public places, including slope and construction easements and waives all claims for damages against any governmental authority including, without limitation, the City which may be occasioned to the adjacent land by the establishment, construction, drainage and maintenance of any public way so dedicated; and
 - vi. owner conveys to the City as general City property the buffer strips adjoining unplatted property.
- h. The drawing shall:
 - i. be a legibly drawn, printed or reproduced permanent map;
 - ii. if more than one sheet is required, each sheet shall show sheet numbers for the total sheets;
 - iii. have margins that comply with the standards of the Spokane county auditor;
 - iv. show in dashed lines the existing plat being replatted, if applicable;
 - v. show monuments in accordance with SMC 17G.080.020(H)(1);
 - vi. include any other information required by the conditions of approval; and
 - vii. include any special statements of approval required from governmental agencies, including those pertaining to flood hazard areas, shorelines, critical areas and connections to adjacent state highways.

H. Filing.

Once the final plat has been reviewed, approved and signed by the applicable departments, the applicant shall file the final short plat with the county auditor within ten days of approval. No permits shall be issued for a proposed lot until the required conformed copies of the short plat have been submitted to the planning services department.

I. Redivision.

No land within the boundaries of a short subdivision may be further divided in any manner which will create additional lots within a period of five years except by subdivision in accordance with SMC 17G.080.050.



NONPROJECT DETERMINATION OF NONSIGNIFICANCE

FILE NO(s): Shaping Spokane Housing – Residential Development Code Revisions

PROPONENT: City of Spokane

DESCRIPTION OF PROPOSAL:

Following adoption of the [Spokane Housing Action Plan](#) (Res. 2021-0062), the City has initiated a series of text amendments that enact Housing Action Plan strategies to encourage construction of more housing, and increase affordability and housing variety. These amendments are being adopted in order to implement the Legislature's recommended actions outlined by [RCW 36.70A.600\(1\)](#) in order to increase residential building capacity. Per the provisions of RCW 43.21C.495 State Environmental Policy, this action is not subject to administrative or judicial appeals, as this action is taken expressly to implement provisions of RCW 36.70A.600 "Increasing residential building capacity."

This proposal will amend Spokane Municipal Code (SMC): Section 17C.110.200, Lot Size, and 17C.110.225, Accessory Structures; and Chapter 17C.300, Accessory Dwelling Units, specifically Sections 17C.300.100, 17C.300.110, 17C.300.120, 17C.300.130, and 17C.300.140. Additional amendments are being made to short plat notification requirements revising Sections 17G.060.100, 17G.060T.003, 17G.060.130, and 17G.080.040; which are procedurally exempt from SEPA review per WAC 197-11-800(19). The exact amendments to the code are available online at the following address: [ShapingSpokaneHousing.com](#).

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: This proposal has a City-wide impact

LEAD AGENCY: City of Spokane

DETERMINATION:

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 upon 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.
- ☒ This DNS is issued under 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 12:00 p.m. on May 11, 2022 if they are intended to alter the DNS.**



Responsible Official: Spencer Gardner

Position/Title: Director, Planning Services

Address: 808 W. Spokane Falls Blvd., Spokane, WA 99201

Phone: 509-625-6097

Date Issued: April 25, 2022

Signature: _____

A handwritten signature in blue ink, appearing to read "Spencer Gardner", written over a horizontal line.

APPEAL OF THIS DETERMINATION:

Per the provisions of RCW 43.21C.495 State Environmental Policy, **this action is not subject to administrative or judicial appeals**, as this action is taken expressly to implement provisions of RCW 36.70A.600 "Increasing residential building capacity." RCW 43.21C.495 states that amendments to development regulations or comprehensive plans to implement certain portions of RCW 36.70A.600 may not be appealed.

Date	Name/Event
11/10/2021	Plan Commission workshop
11/11/2020	City Council study session
11/18/2021	Land Use Committee of the Community Assembly
12/8/2021	Plan Commission workshop
12/17 & 12/22/2021	Winter Market at Riverfront Park (approximately 120 visitors)
1/6/2022	Community Assembly
1/12/2022	Plan Commission workshop
1/18/2022	Lincoln Heights Neighborhood Council
1/25/2022	Virtual Open House #1 – 29 participants
1/26/2022	Plan Commission workshop
1/27/2022	Virtual Open House #2 – 35 participants
2/9/2022	Plan Commission workshop
2/10/2022	City Council study session
2/17/2022	Land Use Committee of the Community Assembly
2/23/2022	Plan Commission workshop
3/9/2022	Plan Commission workshop
3/23/2022	Plan Commission workshop
4/6, 4/13, 4/20, 4/27/2022	Spring Market at Riverfront Park (approximately 190 visitors)
4/12/2022	University District Development Committee
4/12/2022	West Hills Neighborhood Council
4/13/2022	Plan Commission workshop
4/21/2022	Land Use Committee of the Community Assembly
4/27/2022	Plan Commission workshop
5/05/2022	City Council study session
5/05/2022	Community Assembly

Comment Log and Public Comments

Substantive Public Comments Received - Updated 05/11/2022

	Date	Name	Topic(s)	Page
1	1/14/2022	Todd Sullivan	ADU size, ADU parking, Short-term rentals	3
2	1/20/2022	Ann Wick	ADU roof and material, ADU parking	5
3	1/20/2022	Hype Beast	Code & zoning changes for housing, Other	6
4	1/25/2022	Conor Muirhead	ADU size, ADU parking	11
5	1/27/2022	Vic Plese	Code changes for housing	13
6	1/28/2022	Sally Phillips	ADU parking	15
7	2/6/2022	Toni Sharkey	Code changes for housing, Duplexes	20
8	2/18/2022	Toni Sharkey	SEPA, Short-term rentals, Duplexes, Attached Homes	17
9	2/20/2022	Jim Frank	ADU size, ADU parking, ADU occupancy, Lot Size Transition	22
10	2/22/2022	Craig Hunt	Short-term rentals	26
11	2/27/2022	Jordan Brown	ADU occupancy	27
12	3/3/2022	Paul Knowles	ADUs, ADU occupancy	28
13	3/12/2022	Jeannie Robinson	ADUs, ADA accessibility	29
14	3/14/2022	Brad Harland	ADU occupancy	30
15	3/15/2022	Shari Mcevoy	ADUs, ADU occupancy	32
16	3/17/2022	Kate Bitz	Attached Homes, Duplexes	33
17	3/17/2022	Cheri Loveland	SEPA	34
18	3/22/2022	Zach Widmer	ADUs, Short-term rentals, ADU parking	35
19	3/24/2022	Diane Benson	Duplexes, Other	37
20	3/24/2022	Evelyn Popejoy	Short-term Rentals, Code changes for housing	38
21	4/6/2022	Barbara Morrissey	Code changes for housing	39
22	4/6/2022	Tracy Parks	Other	40
23	4/6/2022	John Schram	Short-term rentals, Duplexes, Attached Homes	42-46
24	4/9/2022	Brikjames	Code changes for housing	47
25	4/11/2022	Mary Winkes	ADU parking	49
26	4/14/2022	Phyllis Holmes	Short plat notification	50
27	4/14/2022	Nancy Sazama	Short plat notification, SEPA	52
28	4/15/2022	Robyn Hoffenberg	Short plat notification, SEPA	54
29	4/15/2022	Candace Smallfoot	Short plat notification, SEPA	57
30	4/15/2022	Kevin Stevens	Short plat notification, SEPA	60

Comment Log and Public Comments

31	4/15/2022	Dick Thiel	Short plat notification, SEPA	64
32	4/16/2022	Karen Carlberg	Short plat notification, SEPA	65-68
33	4/18/2022	Mellisa Donaldson	Short plat notification, SEPA	69
34	4/20/2022	Carmela Conroy	ADU	72
35	4/21/2022	Ryan Hughes	ADU	74
36	4/21/2022	Will Maupin	General Phase 1 Code Topics	75
37	4/21/2022	Mariah McKay	ADU	77-81
38	4/22/2022	Liza Mattana	ADU, Attached Homes, Duplex	82
39	4/22/2022	Alice Galeotti	ADU	83
40	4/22/2022	Darin Watkins	General Phase 1 Code Topics	85
41	4/22/2022	Gene Brake	ADU, STR, Duplex	87
42	4/25/2022	Ben Stuckart (SLIHC)	ADU, Short plat notification, SEPA	89
43	4/26/2022	Carol Tomsic	Duplexes, Attached Homes, Short plat notification	90
44	4/28/2022	Gene Brake	General Phase 1 Code Topics	92
45	5/3/2022	Spokane Regional Continuum of Care	ADU, Short plat notification, SEPA	93
46	5/4/2022	Jim Frank	Lot Size Transition, Short Plat notification, ADU	94
47	5/4/2022	Darin Watkins	Lot Size Transition, Short Plat notification, ADU	99
Received after May 11 Plan Commission packet was posted on 5/4/2022				
48	5/10/2022	Carol Tomsic	Lot Size Transition	104
49	5/11/2022	Matt Side	Attached Homes, Duplexes, ADUs	105

Beck, Amanda

From: Planning Services Development Code
Sent: Friday, January 21, 2022 3:45 PM
To: Todd Sullivan
Subject: RE: ADU Comments from a Home Builder

Hi Todd,

Thank you for providing public comment concerning the proposed revisions to ADU regulations. This is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing. We really appreciate your insightful and informed comments- in our research we've noticed that trend to increase the size for an ADU.

We are still exploring the range of code alternatives for accessory dwelling units. Plan Commission has another workshop to discuss this as well as duplexes, attached homes, and lot size transitions at their January 26th meeting that begins at 2:00 pm. If you're able or interested in attending, [the agenda](#) has the Webex login information. If not, it will be uploaded to the City's [Vimeo](#) soon after the meeting.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Todd Sullivan <toddsull@live.com>
Sent: Friday, January 14, 2022 9:19 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADU Comments from a Home Builder

[CAUTION - EXTERNAL EMAIL - Verify Sender]

As a home builder in the Spokane, Coeur d'Alene and Hayden region, we have been designing proposed ADU's in the Kootenai County for the last 2 years.

My recommendations that stem from my experience in Kootenai is as follows:

- Increase ADU size to 1,000. This provides an ADU with 2 bedrooms and 1 bathroom. Our typical ADU design will have on bedroom acting as an office.
- Require the ADU to match the primary home roof system. This will minimize chaotic design and integrate better with the property and neighborhood. If not, you will have shed roof ADU's as it's cheap to build and the result will be sheds in the backyard.
 - Drive around Coeur d'Alene and look at all the ADU's that are negatively impact the aesthetics of the neighborhood.
- Require 1 parking spot on the property. This is important as the ADU will likely become a rental or unit for family. Parking on-street creates havoc and congestion.
- Short term rentals are an issue. Coeur d'Alene has numerous ADU's for the AirBnB market. In the summer, it becomes hectic with parties, crowds, etc. The owners use the ADU's as additional revenue sources. An ADU

within walking distance to the lake can produce \$75,000 plus in revenue per year if properly managed. I don't have an opinion if that should be a factor, but it's important to understand.

If interested, I'm always available for comment and discussion.

Thanks,
Todd Sullivan
Sullivan Homes
(208) 755-1017
todd@sullivanhomespnw.com

Sent from [Mail](#) for Windows

Beck, Amanda

From: Planning Services Development Code
Sent: Friday, January 21, 2022 3:19 PM
To: ANN Wick
Subject: RE: ADU housing

Hi Ann,

Thank you for providing public comment concerning the proposed revisions to ADU regulations. This is now part of the public record for the project, and will be shared with the Plan Commission for the public hearing once that is scheduled.

We are still exploring the range of code alternatives for accessory dwelling units. Plan Commission has another workshop to discuss this as well as duplexes, attached homes, and lot size transitions at their January 26th meeting that begins at 2:00 pm. If you're able or interested in attending, [the agenda](#) has the Webex login information. If not, it will be uploaded to the City's [Vimeo](#) soon after the meeting.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: ANN Wick <TWNANDCNTRY@msn.com>
Sent: Thursday, January 20, 2022 10:07 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADU housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I do not believe allowing different styles and different roof pitches would be a good idea for neighborhoods. It would definitely not allow for neighborhood continuity. In addition by not requiring parking the already overcrowded streets would be worse.

Ann Wick

Sent from [Mail](#) for Windows

Beck, Amanda

From: Beck, Amanda
Sent: Friday, January 21, 2022 3:41 PM
To: tmbssoe@gmail.com
Subject: Re: Shaping Spokane Housing Update

Good afternoon,

Thank you for providing public comment concerning the residential development code changes proposed under the Shaping Spokane Housing project. These comments have been added to the public record, and will be shared with the Plan Commission at public hearing.

The seven code changes under consideration are possible within the current Comprehensive Plan framework- they would not require amending things like density, land use categories, or the land use map. Some of your detailed suggestions would require code amendments in conjunction with changes to the Comprehensive Plan, which is the action the City will be taking in the second phase of changes. You are welcome and encouraged to reach out to your City Council Member to discuss these ideas as well, as they consider and collaborate with staff on setting the Plan Commission's work program each year.

We're still working through code alternatives with the Plan Commission. They will be further discussing accessory dwelling units, duplexes, attached homes, and lot size transitions at their January 26th meeting that starts at 2:00 pm. The [agenda](#) has the Webex login information if you are able or interested in attending, and the video will be posted to the City's [Vimeo](#) account soon after the workshop. Several of the other workshops with Plan Commission discussing these code amendments are available online now.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Hype Beast <tmbssoe@gmail.com>
Date: January 20, 2022 at 6:25:58 PM PST
To: "Davis, Kirstin" <kdavis@spokanecity.org>
Subject: Re: Shaping Spokane Housing Update

[CAUTION - EXTERNAL EMAIL - Verify Sender]
 k.

Hello, I get and read all the e-mails that you send me. If the city really wants to help development the below items are great but that not your pinch point.

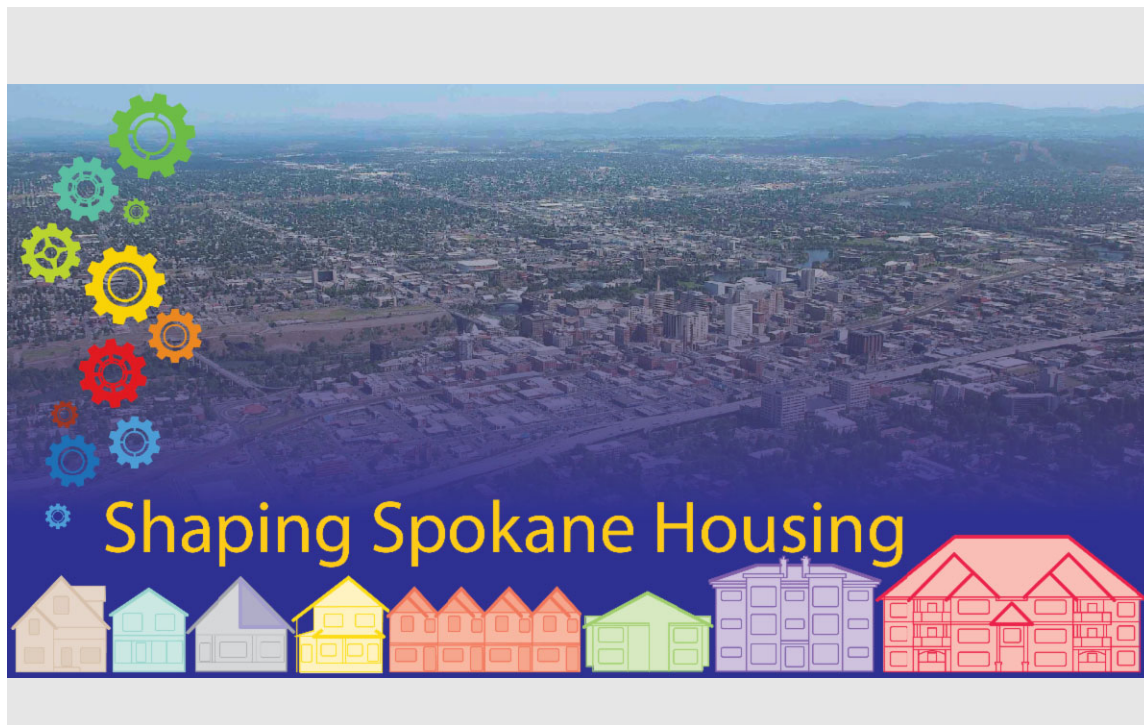
Your pinch point are as follows:

1. Stormwater systems, not being allow to count as open space, or to be used as the 44sf per unit area. People don't typical do stuff outside in bad or cold weather. So the rest of the time it should be an acceptable area to recreate in.

2. Update your Zoning in the City. High density zone should follow your center a corridor codes, but it really they don't on the south by target you have RSF they between apartments in the county and C2-DC that should RMF. Where there is a school you should have more RMF ground as that is a center by the cities definition. Down by Inland Empire that whole area should be a center and corridor as it is it's own community. Out by Geiger and Sunset Blvd the large area of RSF should be RMF as it is difficult ground between two commercial zones.
3. The City should contemplate extending Barnes road down to pine meadow road you have plans on file to do this. This would fix traffic problems in this area.
4. The area around Salk Middle school and the Indian trail shopping center should be a center and corridor just based on traffic alone.
5. Holy Cross Cemetery should be rezoned to RMF, as it is an adjacent to a large shopping area per the centers and corridor code.
6. Garlands RTF zone should be RMF so that, that area can better support local business by having more population.
7. STA, should only focus on major roads and have short wait times and not have a route every where with horrible wait and transit times. Please note that those bus destroy road are exempt from having the correct number of axials per law based on their vehicle weight.
8. The area east of Esmeralda Gold course should be RMF as it impacts no RSF

Hype Beast

From: City of Spokane Planning <kdavis@spokanecity.org>



Duplexes in Residential Single Family Zone
Expand the permitted zoning districts and lot types, update design standards to integrate with neighborhood character.

Dear Community Member,

You are receiving this email because you have shown interest in the Housing Action Plan and requested information about housing topics. The 2021 [Housing Action Plan](#) provided several recommendations and the City planning department has organized them in phases for completion to address the housing crisis.



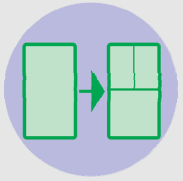
Accessory Dwelling Units

Increase flexibility of development and design standards for Accessory Dwelling Units (ADU).



Attached Housing

Encourage infill development, update development and design standards to integrate with neighborhood character.



Short Plat Application Process

Reduce or streamline the notification and commenting requirements.



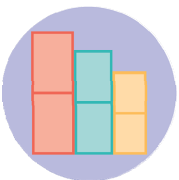
Short Term Rentals

Expand allowable zones to enable licensing compliance.



Environmental Review Thresholds

Adopt exemption levels as permitted in WAC 197-11-800 to streamline permitting processes, add standards for discovery of historic artifacts.



Lot Size Transition Requirements

Clarify development regulations, and provide additional flexibility for natural topography or critical areas.

Learn More and Ask Questions at a Virtual Open House!

Two virtual public open houses have been scheduled to share information and gather input on the proposals. The City is offering two sessions online and by phone over the Webex meeting platform. Both open house sessions will feature the same content.

VIRTUAL OPEN HOUSE AGENDA

- **Introduction to Residential Development Code Amendment Process** (10 minutes)
- **Accessory Dwelling Units, Duplexes in More Areas, Attached Housing and Lot Size Transition** (10 minutes)
- **Q&A** (30 minutes)
- **Short Subdivisions, Short-Term Rentals, Environmental Review Thresholds** (10 minutes)
- **Q&A** (30 minutes)

Tuesday, Jan. 25
12-1:30 p.m.
Registration

Thursday, Jan. 27
4-5:30 p.m.
Registration

We want your feedback!

You can **review a description of each proposal on the [project webpage](#)**, which will be updated as the draft revisions evolve.

- **Provide written comment in email to DevelopmentCode@spokanecity.org**. This email list will be notified regarding additional opportunities for participation.
- **Sign up for email updates and announcements [here](#).**

Plan Commission Workshops

Additionally, two City Plan Commission workshops have been scheduled to review possible revisions to the code. Public hearings have not been scheduled at this time. Please visit the [Plan Commission webpage](#) to view the Agendas, which contain packet material available for review and instructions for joining the virtual meetings:

- Wednesday, Jan. 12
- Topics: Short Subdivisions up to 9 Lots, Short-Term Rentals, and Environmental Review Thresholds (Minutes will be posted on the webpage soon.)
- Wednesday, Jan. 26 starting at 2:00 PM
- Topics: Accessory Dwelling Units, Duplexes, Attached Housing, and Lot Size Transition Requirements

You are receiving this email because you signed up via the [Spokane Housing Action Plan website](#), 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 announcements](#) about this project. To unsubscribe, please email developmentcode@spokanecity.org.



[Unsubscribe ewhipple@whipplece.com](mailto:ewhipple@whipplece.com)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by kdavis@spokanecity.org powered by



Beck, Amanda

From: Beck, Amanda
Sent: Friday, January 28, 2022 10:59 AM
To: Conor Muirhead
Subject: Re: Comment on ADU changes

Hi Connor,

Thank you for providing public comment concerning the proposed revisions to ADU regulations. This is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing. We really appreciate your comments- in our research we've noticed a trend to increase the size for an ADU.

It's not up on our [project webpage](#) just yet, but this week the Plan Commission heard from our consultant on proposals around ADU changes, one of them being to increase the detached ADU size from 600 to 800 square feet. We're also looking at allowing for a floor area ratio bonus that would hopefully help encourage ADU construction as well, in addition to relaxing parking requirements. The recording of the Plan Commission workshop should be uploaded soon, so check back in case you would like to watch it!

If you were able to attend the open house Thursday you might have seen/heard there are people on both sides of the issue concerning parking- some with concerns that it shouldn't be relaxed, and others who see parking requirements as discouraging ADU construction. Your comments on the matter are appreciated.

Thank you,
 Amanda



Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



This email is subject to Washington State Public Records Act, Chapter 42.56 RCW, and may therefore be subject to public disclosure.

-----Original Message-----

From: Conor Muirhead muirheadc@gmail.com
Sent: Tuesday, January 25, 2022 10:47 PM
To: Planning Services Development Code erapsdc@spokanecity.org
Subject: Comment on ADU changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi there,

I just wanted to take a minute to let you all know that I'm very happy you're considering changes around ADU codes, and wanted to emphasize a couple aspects that I hope you'll include in the changes.

Foremost, my hope is that you'll allow for something like a 2-unit ADU to be built in a backyard. At 600 sq. ft each, this could still be done reasonably well on a larger lot.

Second, I hope you'll increase the allowed square footage for detached ADUs, if I'm going through the effort to build a new structure, I'd like it to be large enough to be able to provide a good return on my investment.

Third, I hope that parking requirements will be eased, given that my area utilizes very little street parking, and having some cars on the street feels very reasonable.

Thanks for working on this project, I'm hopeful that we'll be able to make Spokane housing more accessible as a result.

Best,
-Conor Muirhead

Gwinn, Nathan

From: Beck, Amanda
Sent: Friday, January 28, 2022 12:40 PM
To: Vic Plese; Gwinn, Nathan
Subject: RE: Virtual open house - Code Amendments

Hi Vic,

Thank you for attending the Thursday open house for the residential code initiative concerning [Shaping Spokane Housing](#).

We recorded both open house sessions (2nd one will be up on our webpage soon), as well as several past presentations. If you're interested, I highly recommend viewing the Plan Commission workshop from January 12, where we discuss permit processes. The January 26 Plan Commission workshop discussing ADUs/duplexes/etc. from this week will be uploaded to the project page soon- definitely check them out if you have a chance.

If you would like to provide public comment on the project as a whole, or specific code amendments, we would welcome your comments. Please feel free to send those to either Nate or me. Similarly, please encourage other city residents or professionals you know to do the same!

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Vic Plese <Vic@plese.com>
Sent: Thursday, January 27, 2022 5:21 PM
To: Gwinn, Nathan <ngwinn@spokanecity.org>
Cc: Beck, Amanda <abeck@spokanecity.org>
Subject: Virtual open house - Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Nathan & Amanda,

Thanks so much for your time working on this - we really need as many options as we can get with the housing shortage. I know I will have clients ask me about these changes so I wanted to have as much info as possible. I'm sorry I was multitasking during the meeting and I had people installing carpet in my office (UGGH) otherwise I would have had my video on. Hate to be rude I mainly wanted to listen. Let me know if I can help anytime if you need Realtor or developer input.

Have a great night....

Vic

Vic Plese, SRES

Selling Spokane for 33 years

Licensed in WA & ID

Managing Broker,

PLESE REALTY LLC

Family owned and operated since 1958

201 West Francis Ave

Spokane, WA 99205

e-mail vic@plese.com

WWW.PLESE.COM

509-217-7889 cell

509-489-2323 office

509-466-4677 residence

509-489-3333 fax

888-450-2323 toll free

NEW HOMES * EXISTING HOMES *** COMMERCIAL SALES
LAND DEVELOPMENT *** LEASING *** NOTARY PUBLIC**

From: [Planning Services Development Code](#)
To: [Sally Phillips](#)
Subject: RE: Housing code changes - one more comment
Date: Friday, January 28, 2022 12:33:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Sally,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). This is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

We're glad to hear that both presentations were useful! Except for the Plan Commission workshop that happened Wednesday this week, all of our past presentations are on the project webpage if you want to see us discuss items in more detail. Nate and I went into more detail with Plan Commission on January 12 about permit processes, and into more detail about ADUs/duplexes/etc. at their January 26 meeting. The video for the meeting on the 26th will be uploaded to the webpage soon, definitely check it out if you're interested.

As I'm sure you saw/heard at the open house on Thursday, there are people on both sides of the issue concerning parking- some with concerns that it shouldn't be relaxed, and others who see parking requirements as discouraging ADU construction. We're trying to balance not building to park cars, as you say, but also not creating parking issues- it's can be tricky to strike the correct balance. Your comments on the matter are appreciated.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Sally Phillips <phillips1948@comcast.net>
Sent: Friday, January 28, 2022 10:44 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Housing code changes - one more comment

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I attended your presentation yesterday on the proposed housing code changes.

Thanks for offering the presentation. I also received a briefer version at the Lincoln Heights Neighborhood Council meeting and found both helpful. It was particularly nice to have the slides with prompting questions for us attendees.

This is only one vote, but I would like you to know that I support reducing the parking requirement in developments. I am more interested in housing people than cars. I assume the plan where on-site parking is reduced is that people will park on the street. I am OK with that, but it would put more pressure on curbside parking. It seems like people feel very proprietary about curb space in front of their home, thinking (I believe erroneously) that it belongs to them. How you change that attitude, I don't know.

Again, nice job on the presentation.

Sally Phillips

Gwinn, Nathan

From: Gwinn, Nathan
Sent: Tuesday, February 22, 2022 4:59 PM
To: 'Antonia DePasquale'
Subject: RE: Housing Ordinance

Good afternoon Toni,

Thanks for your comments. I will combine this with the others and add to the record for the file.

Yes, the Council could ultimately choose to adopt all or part of the amendments. Yes, please send the link.

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Antonia DePasquale <depasquale5@yahoo.com>
Sent: Friday, February 18, 2022 8:56 PM
To: Gwinn, Nathan <ngwinn@spokanecity.org>
Subject: Re: Housing Ordinance

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good evening Nate, I was trying to be more supportive and open minded about the ordinance last night. The city of Spokane SEPA notifications are so transparent to the citizens, it is refreshing. In the valley notifications are the size of a piece of paper or found in the newspaper, so there are a lot of folks upset that there are so many apartments that happen so quick there.

Short term rentals folks hate them and they hate him with a passion, well 80% do, the 10-20% that are making a cash love them.

Is that piece of the ordinance to get a little more accountability, so we can do a moratorium or a reduction? At Friday Harbor (is where we are at right now ;-) there's a moratorium on them and they have to give a pretty high percentage to the San Juan Island Land Trust.

So when Council votes, can they vote on certain pieces of the ordinance? Because there are some pieces that I do support, having more housing opportunities for home ownership. And the parking in back I like! Less curb cuts so we can add more trees & green, I like!

I printed this out a couple months back, you may want to change the language highlighted, it makes it seem like duplexes are only rentals.

Making sure that you're in the know about the legislation Andy Billig is working on about developing on undeveloped space? If not, I can send you a link? We could add 40,000 residents to our downtown if there were more developments: high rise condo, retail, apartments, townhomes penthouse OK too!

Nov. 10, and joint Study Session with City Council on Thursday, Nov. 11.

The Housing Action Plan identified potential first steps necessary to address housing affordability. Following any code revisions, **residents could see new types of housing in their neighborhoods**. For example, one recommendation that could be included is the introduction of small-scale duplex development in areas where single-family houses are more common. A duplex is a building that contains primary homes for two families living independently on a single lot. Additional duplex development would give renters more housing options, increasing overall supply in the community. However, in allowing additional duplex development as part of this first phase of code changes, design standards and neighborhood compatibility will be taken into consideration.

In many established neighborhoods, the City expects little physical change on any given block. But on a larger scale and in growing neighborhoods, **the ability for additional owners or developers to choose to build duplexes, accessory dwelling units, and attached housing is part of a coordinated strategy to provide greater relief and economic opportunity** to residents facing

Sent from my iPhone

On Feb 9, 2022, at 1:47 PM, Gwinn, Nathan <ngwinn@spokanecity.org> wrote:

Good afternoon Toni,

Thanks for your message. I will add it to the public record for the file.

To respond to the question you asked about encouraging ownership, yes, the proposals are designed to work to provide more options for all incomes and both homeownership and rental tenancies. For example, the attached housing (townhouse) proposals involve the possibility of separate fee-simple ownership. Allowing more than two attached houses with a common wall, and potentially smaller attached houses, could be introduced together with the changes to allow duplexes in additional locations, advancing more ownership options for that kind of housing in all neighborhoods.

I am also looking forward to the discussion at the Land Use Committee next week.

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Antonia DePasquale <depasquale5@yahoo.com>

Sent: Sunday, February 6, 2022 2:43 PM

To: Gunderson, Dean <dgunderson@spokanecity.org>; Gwinn, Nathan <ngwinn@spokanecity.org>; Beggs, Breean <bbeggs@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>; Greg Francis <gfrancis1965@yahoo.com>; Robert Flowers <mr_mouse@comcast.net>; Tanya Starkel <tanya@avenuestonerealestate.com>

Subject: Housing Ordinance

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good Afternoon Council Members, President and interested parties. I hope all had a nice weekend.

In meeting with RNC, members last week, I received a couple follow up e-mails. We have a few concerns about the new proposed housing and infill ordinance:

We all know we need housing, but home/condo/duplex Ownership (not just a rental market) is critical for any community to thrive and get ahead.

Nate, are there any pieces in the ordinance that encourage home ownership (not just rentals)? I also look forward to hearing about the Design Standards proposed at Land Use meeting next Thursday, thank you for coming.

Personally, I am not interested in an ordinance that makes a few rental market investors from Wall Street richer (see link) and I ask that my Council members and President look into this aspect as well, thank you.

<https://youtu.be/cOEZ2Csxxu8>

Thank you for listening,
Toni Sharkey

Sent from my iPhone

From: [Gardner, Spencer](#)
To: [Churchill, Jackie](#)
Cc: [Black, Tirrell](#); [Gwinn, Nathan](#); [Beck, Amanda](#)
Subject: FW: Comments of Housing Code Amendments
Date: Tuesday, February 22, 2022 3:13:57 PM
Attachments: [Transition and ADU Code Comments.docx](#)
[Housing Comments Cover Letter.docx](#)

See below and attached for comments from Jim Frank.

Jackie: Can you make sure these are entered into the record for Plan Commission and distributed as appropriate?
Thanks!

Spencer Gardner | Director | Planning Services
 Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

-----Original Message-----

From: Jim Frank <jfrank@greenstonehomes.com>
 Sent: Sunday, February 20, 2022 4:13 PM
 To: Gardner, Spencer <sgardner@spokanecity.org>
 Cc: MacDonald, Steven <smacdonald@spokanecity.org>
 Subject: Comments of Housing Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Spencer,

I have attached my comments to the two code sections being addressed by the Plan Commission on Wednesday along with a cover letter to the Commission. I would ask that this be made part of the record.

I know that you are just getting your feet on the ground and have not had the opportunity to dig into much of the housing issues yet. We are only going to get one chance to get the needed changes right. This will be incremental, but when a code review does arise we have to make sure we get it right. The options being presented to the Plan Commission regarding ADUs fall very short of what will be needed for this to be a viable housing option.

Thanks, Jim



February 20, 2022

Planning Commission
City of Spokane

Re: Housing Code Amendments

Planning Commission Members:

The City of Spokane and the metropolitan region are facing a housing crisis. Housing issues have been raised and discussed in many forums over the past several years. Regrettably no action has been taken, so it is encouraging that some code changes are beginning to come forward. We must not lose sight of the inequality created by the rapidly rising homes costs. Those that own a home have received windfall profits and significant wealth creation. Those that do not have become locked out of home ownership and struggle to pay rising rents. This is the price we pay for not allowing a wide range of homes sufficient to meet the needs of the people living in our community. This is sadly well documented in the recent NYT article on the Spokane housing market and the families it has impacted.

I have attached comments on the first two code changes being brought forward regarding the “transition” lot rule and the ADU standards. These are both very important, but only the beginning of the changes that are necessary. Economic and housing diversity is at the heart of what make strong and resilient neighborhoods.

The proposed ADU standards fall far short of what is necessary to encourage this as the significant housing option it can become. The important word here is “encourage”. Our housing development code must do more than permit a wide range of housing options, they must be “encouraged” by the development code so that investment is stimulated and an industry form around them.

Sincerely,

Jim Frank

Transition Lot Rules

SMC 17C.110.200

This code section is highly discriminatory, favoring wealthy families on large lots at the expense of middle and low income families. The impact of this code section can be devastating in the way it limits infill development. The Garden District PUD proposed to develop 60 small cottage homes on lots of about 3000 SF. As a result of this code section Greenstone was forced to develop 30 lots of about 7500 SF. The result is fewer very high-priced homes rather than twice as many modestly priced small homes.

No other jurisdiction in the region has a comparable provision. Because economic inequality leads to racial inequality, this code section is a likely violation of the Fair Housing Act.

Option 1, the complete deletion of this code section is the only acceptable option. The option to merely eliminate lots across a ROW is not acceptable. Rear lot line parcels are a significant problem, as they were in the Garden District case.

Accessory Dwelling Units (ADU)

The proposed amendments to the ADU codes sections do not go nearly far enough to “encourage” the development of ADU units. Brent Todarian, the former Planning Director for the City of Vancouver BC, visited Spokane and reviewed Spokane’s ADU codes. He concluded that the rules were so restrictive they would prevent any significant ADU development. This is exactly what happened. He stated at a meeting with planning staff: “It is not sufficient to merely permit desired housing types, they must be encouraged by development regulations”. The code must provide enough flexibility that investment is encouraged and an industry is able to form around the product. Here are the changes that we feel are necessary:

1. There should be no ADU permit required and no permit notice recorded on title. An ADU should be treated as any other accessory building or garage located on a lot. It should require a building permit and compliance with building and development standards that are reviewed as part of the building permit approval. This eliminates the extra ADU fee.
2. An ADU should be allowed on any legal lot regardless of size. There should be no minimum lot size for an ADU. The ADU and the main residence should be required to meet the site coverage standard for the zone classification where the ADU is located. This means that the main residence and the ADU together will not exceed the site coverage in the underlying zone.
3. An ADU should be bound to the normal site development standards (site coverage, setbacks and building height) of the underlying zone. The special standards for ADUs should be eliminated.

4. There should be no maximum size for an ADU. There are no such standards for a single-family home on the lot. Compliance with the development standards of the zone should be sufficient to protect the neighborhood character. There is no justification for establishing separate ADU standard.
5. There should be no special parking standards applied to an ADU. The parking standards should be the same as those applied to the underlying zone. Why would a 1000SF home with a 700SF ADU have a different parking requirement than a 2500SF primary residence?
6. The occupancy requirement for an ADU should be deleted. We don't place occupancy requirements on SF homes and there is no justification for an occupancy requirement for an ADU. Such a requirement has a chilling impact on the development of ADUs and significant financing challenges.

Beck, Amanda

From: Beck, Amanda
Sent: Thursday, February 24, 2022 1:22 PM
To: Craig Hunt
Subject: RE: support for short term rentals

Hi Craig,

Thanks for your interest in the short-term rental code amendment and the [Shaping Spokane Housing](#) project. I will include your support for the short-term rental code change in the public comment record, which will be shared with Plan Commission at the public hearing.

Right now the draft code is in a sort of holding pattern, as we've heard a lot of push back from the public over concerns this is expanding a use that is negatively impacting the housing supply. So, we're trying to come up with some additional draft code options that might address these concerns, and the interaction of short-term rentals and accessory dwelling units. Once we have additional options we would take them back to Plan Commission for a workshop before the public hearing process.

Thank you,
 Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Craig Hunt <craigthunt@gmail.com>
Sent: Tuesday, February 22, 2022 2:36 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: support for short term rentals

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi Amanda,

I'm wondering if you have any updates regarding the proposed allowance for short term rentals in "all" zones? I'm supportive of the proposed change to the code, which would allow short term rental in areas where residential use is already permitted.

Thanks for your time,
 Craig Hunt

From: [Planning Services Development Code](#)
To: ["Jordan Brown"](#)
Cc: [Beck, Amanda](#); [Andrie, Tate](#)
Subject: RE: Support for modification
Date: Wednesday, March 9, 2022 11:49:00 AM

Good morning,

Thank you for your comment. It will be added to the public record for the file and forwarded to the Plan Commission and Council when public hearings are scheduled, likely later this spring.

To follow the project, please stay tuned to the project webpage, where those events will be announced.

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage:
<http://my.spokanecity.org/projects/shaping-spokane-housing>

-----Original Message-----

From: Jordan Brown <jordan.brown.crna@gmail.com>
Sent: Sunday, February 27, 2022 12:34 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Support for modification

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I have been a resident for Spokane for nearly 8 years. In that time, I have seen the housing shortage get worse and the inability for individuals and families purchase homes due to bidding wars, increased prices, and low inventory.

I have been fortunate in that I have both a primary home and rental home. My rental is on a large double lot on the south hill. The home on it is small, and with the insane Costs to remodel, increasing the ability of the home to accommodate more people is not financially viable.

But a small ADU is. With the current owner/occupant restrictions, I cannot proceed this route even though I'd like to. Additionally, the seemingly random guidance for roof pitch/style/etc limits the ability and most likely increases cost of construction.

I appreciate the effort of the planning division in addressing these issues. Allow Spokane to grow in a way that is equitable for all.

Thank you,

Jordan Brown

From: [Planning Services Development Code](#)
To: [Paul Knowles](#)
Cc: [Beck, Amanda](#); [Andrie, Tate](#)
Subject: RE: Proposed ADU Changes - Comments in Support
Date: Wednesday, March 9, 2022 11:54:00 AM

Good afternoon Paul,

Thank you for your comment. It will be added to the public record for the file and forwarded to the Plan Commission and Council when public hearings are scheduled, likely later this spring.

To follow the project, please stay tuned to the project webpage, where those events will be announced.

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Paul Knowles <knowlespa@gmail.com>
Sent: Thursday, March 3, 2022 9:49 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Proposed ADU Changes - Comments in Support

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi,

I just wanted to write a quick note to thank you for considering changes to the code related to ADUs. I believe the ownership requirement creates a barrier to more home owners like myself from investing in an ADU. Living in the Logan Neighborhood near Gonzaga, consider who the future buyer for this house will be. Given that many houses around us are rentals, I would guess that the future buyer will likely be an investor looking to rent to college kids. Given that assumption, it doesn't make sense for us to invest in an ADU unless the ownership requirement is removed - that ownership requirement would limit the pool of potential buyers and the highest and best use for this property - which is probably as a rental.

The other changes being considered for ADUs all seem reasonable and should result in an increase in ADUs being built within the City - providing much needed housing options while removing barriers that prevent homeowners like myself from being part of the housing solution!

Best Regards,
 Paul Knowles

From: [Planning Services Development Code](#)
To: [Jeannie` Robinson](#)
Cc: [Andrie. Tate](#)
Subject: RE: Build more ADA units
Date: Thursday, March 17, 2022 5:02:00 PM

Good afternoon Ms. Robinson:

Thank you for your comment. I will add it to the public record for the Plan Commission and City Council's review when public hearings are scheduled on the proposed amendments for accessory dwelling units.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Jeannie` Robinson <mrjeannro7@gmail.com>
Sent: Saturday, March 12, 2022 12:08 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Build more ADA units

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, I have many clients in need of ADA units on the ground floor. Please incorporate this type of unit in the different types of apartments that are being designed and built. Thank you, Jeannie Robinson

From: [Planning Services Development Code](#)
To: [Brad Harland](#)
Cc: [Andrie. Tate](#)
Subject: RE: ADUs
Date: Thursday, March 17, 2022 5:05:00 PM

Good afternoon Mr. Harland,

Thank you for your comment. I will include the message in the public record for the file and in the packet for review by the Plan Commission and City Council when public hearings are scheduled on the proposed amendments for accessory dwelling units.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Brad Harland <bharland@nxnw.net>
Sent: Monday, March 14, 2022 3:02 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADUs

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear Planning Department

For ADU to really take off. You need to be able to address the CCRs that limit neighborhood under their control to Single Family Homes. Most of the neighborhoods built in the last 60 years will not allow ADUs. Therefore your rule change only affects the older neighborhoods.

I realize that will require a state law to override the CCRs. But I think Spokane needs to push for that.

Some of the law changes proposed at the state level (HB 1660) would allow two ADUs on any lot over 4,500sf. That is putting a triplex on these older small lots. That is a lot of density in a relatively small area. That law would also not have any requirement for the owner to live on site. I think that is a bad idea.

You need to be able to allow ADUs in the newer neighborhoods. That way the density is spread out through all neighborhoods.

I know there is also a push to get rid of the owner occupancy requirement for ADU. But I would maintain that requirement. Remember what happened to the lower South Hill when the large houses got cut up into fourplexes and they just became apartments. The neighborhood went downhill.

Without the owner occupancy requirement, a ADU just becomes a duplex. If you want to allow duplexes, zone it for a duplex.

Anyway those are my thoughts.

Brad Harland
5126 S Lincoln Way, Spokane WA 99224

Brad Harland, CPA
bharland@nxnw.net / Cell 509 838-2924

From: [Planning Services Development Code](#)
To: ["Shari Mcevoy"](#)
Cc: [Andrie. Tate](#)
Subject: RE: Adding zoning ADU options
Date: Thursday, March 17, 2022 5:07:00 PM

Good afternoon Shari,

Thank you for your comment. I will include the message in the public record for the file and in the packet for review by the Plan Commission and City Council when public hearings are scheduled on the proposed amendments for accessory dwelling units.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

-----Original Message-----

From: Shari Mcevoy <smcevoy2222@gmail.com>
 Sent: Tuesday, March 15, 2022 7:34 PM
 To: Planning Services Development Code <erapsdc@spokanecity.org>
 Subject: Adding zoning ADU options

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello

I have 3 single family homes

I would like to add and ADU to each

I want you to please remove owner occupied restrictions.

I cannot add them with that restriction

Also

Do we have pre approved ADU plans for ease of permitting?

Sincerely

Shari real estate investor

Sent from my iPhone

From: [Planning Services Development Code](#)
To: ["Kate B."](#)
Subject: RE: General comment on attached housing & duplexes
Date: Tuesday, March 22, 2022 10:54:00 AM

Hi Kate,

Thanks for your message. It will be added to the public record and provided to the Plan Commission and Council when hearings are scheduled on attached housing and duplexes.

Sincerely,
 Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Kate B. <kate.a.bitz@gmail.com>
Sent: Thursday, March 17, 2022 8:04 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: General comment on attached housing & duplexes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

To whom it may concern,

It's so exciting to see progress on legalizing attached housing and duplexes in larger areas of the City. This is important for our city and I urge you to maximize this opportunity.

Thanks!

- Kate Bitz
 West Central Homeowner

From: [Planning Services Development Code](#)
To: "cheri loveland"
Cc: [Beck, Amanda](#); [Andrie, Tate](#)
Subject: RE: Environmental Review Changes
Date: Thursday, March 17, 2022 5:21:00 PM

Good afternoon Ms. Loveland,

Thank you for your comment. I will include the message in the public record for the file and in the packet for review by the Plan Commission and City Council when public hearings are scheduled on the proposed amendments for the proposed SEPA changes. For information, the timing for that may differ from the consideration of the accessory dwelling unit and some of the other topics.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: cheri loveland <cheriloveland@gmail.com>
Sent: Thursday, March 17, 2022 4:30 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Environmental Review Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear City of Spokane Planning Commission,

I would like to let my voice be heard in opposition to any changes in the current SEPA rules the city currently has implemented.

Those rules were decided with forethought and reason and should not be changed just because someone wants to streamline a process.

If the city is really thinking “green” you can’t increase the levels. It just doesn’t make sense.

Sincerely,
 Cheri Loveland

From: [Gwinn, Nathan](#)
To: Zwidmer@gmail.com
Cc: [Churchill, Jackie](#); [Beck, Amanda](#); [Gardner, Spencer](#)
Subject: RE: ADU Code Public Comment
Date: Tuesday, March 22, 2022 5:12:39 PM

Good afternoon Mr. Widmer,

I will add your comment to the public record for the file. This will be provided to the Plan Commission and City Council at the time of the public hearings for the code amendments for ADUs, likely later this spring.

Your contact information will be added to the project email and notified when hearings are scheduled. Or to follow the project, please stay tuned to the project webpage, where those events will be announced.

Sincerely,

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
[509.625.6893](tel:509.625.6893) | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Churchill, Jackie <jchurchill@spokanecity.org>
Sent: Tuesday, March 22, 2022 4:17 PM
To: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>
Subject: FW: ADU Code Public Comment

Hi Nate and Amanda,

The public comment below regarding ADU rules was sent to the Plan Commission email.

Thanks, Jackie

From: zwidmer@gmail.com <zwidmer@gmail.com>
Sent: Tuesday, March 22, 2022 11:37 AM
To: Plan Commission <eraplanc@spokanecity.org>
Cc: Byrd, Giacobbe <gbyrd@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>
Subject: ADU Code Public Comment

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I watched the meeting on ADU code development and have a few comments.

I'm no expert, but it does seem to me like ADU rules are really just punishing homeowners

with additional byzantine rules and costs that developers don't have to face just because homeowners have an existing structure. I don't like that developers get one set of rules and homeowners need to follow those rules, plus an additional set of rules because they have done the normal thing and purchased property with an existing house on it. It seems to me that if something is allowed for our neighborhood coding, it should be allowed, period.

Maybe I'm missing something, but I don't understand why structures that would be allowed by our overall code should be restricted just because of the basis that there is an existing structure on the property.

I do have two concerns:

1. I share Councilwoman Kinnear's perspective on what this could do considering existing market conditions. Specifically corporate capital being spent on properties affecting rates of rental vs home ownership and even rates of corporate landlords. Our community should take some steps to make sure that the benefits of our city flow reasonably to the residents of it.
2. Parking is and will always be an issue that we should attempt to mitigate, but adding additional legal requirements on top of already existing ones is not the place to address them. Once again, developers should not be given preferential treatment. If existing ones need to be adjusted, do so, but do not impose separate rules on owners and developers.

Thank you,
Zach Widmer | District 3

From: [Planning Services Development Code](#)
To: ["Diane Benson"](#)
Cc: [Beck, Amanda](#)
Subject: RE: Housing Action Plan
Date: Monday, March 28, 2022 8:30:00 AM

Good morning Ms. Benson,

Thank you for your comment. I will add it to the public record for the files for the accessory dwelling unit and duplex topics. It will be provided to the Plan Commission and City Council when hearings are scheduled, probably later this spring. I will also add your name to the contact list for project information, and events will be announced on the project webpage.

Sincerely,

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Diane Benson <dcb1810@yahoo.com>
Sent: Thursday, March 24, 2022 3:16 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Housing Action Plan

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Thanks so much for all of your hard work on the Housing Action Plan. I'm a home owner in Lower South Hill. I support the HAP and hope it is approved and implemented.

We need more affordable housing, especially condos, small houses, duplexes, etc. Not everyone wants a large house on a large lot, even if they can afford it.

My only concern about adding more apartments is irresponsible landlords. Here on South Hill, some of the apartment buildings are decrepit and strewn with trash. Please include consequences for landlords who don't keep their properties maintained.

Thanks,

Diane Benson

From: [Planning Services Development Code](#)
To: [Evelyn Popejoy](#)
Cc: [Beck, Amanda](#)
Subject: RE: Changing Standards for Housing
Date: Monday, March 28, 2022 8:25:00 AM

Good morning Ms. Popejoy,

Thank you for sending your comment. I will add it to the public record for the files for the accessory dwelling unit, short term rental, and duplex and attached housing topics. It will be provided to the Plan Commission and City Council when hearings are scheduled, probably later this spring. I will also add your name to the contact list for project information, and events will be announced on the project webpage.

Sincerely,

Nate

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

-----Original Message-----

From: Evelyn Popejoy <evbunny@icloud.com>
Sent: Thursday, March 24, 2022 1:11 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Changing Standards for Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I think we should be very careful about changing all of our housing standards, especially without having input with each project. I think having a lot of tiny plots crammed into areas is not what our city needs. I particularly don't think that we need a lot of short term rentals, especially if they are not kept up to community standards. Is someone going to make sure these do not just turn into "dumps"? Evelyn Popejoy

From: [Planning Services Development Code](#)
To: ["barbara morrissey"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: hillside development
Date: Thursday, April 14, 2022 12:21:40 PM

Hi Barbara,

Thank you for providing public comment on proposed revisions to residential code related to the project Shaping Spokane Housing. Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org

-----Original Message-----

From: barbara morrissey <taslin10@earthlink.net>
Sent: Wednesday, April 6, 2022 11:48 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: hillside development

[CAUTION - EXTERNAL EMAIL - Verify Sender]

lived in Peaceful valley for several years. On the south it is surrounded by steep spring undermined slopes with a history of landslides...most recently last year. on Clarke.

One of the old neighborhood plans recommended no development on the bluff between Clarke and Riverside.....already several MULTIFAMILY buildings up there. This area should be reassessed for development (ie forbidden) Already a lot across from me is on a sliding hillside which could easily slide into an historic building downslope if it goes.

Sincerely,

Barbara Morrissey
1647 west clarke ave
509 456 5565
taslin10@earthlink.net

From: [Planning Services Development Code](#)
To: "Traci P"
Cc: [Gwinn, Nathan](#)
Subject: RE: small time landlord
Date: Thursday, April 14, 2022 11:42:24 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Tracy,

Thank you for providing public comment concerning the residential development code changes proposed under the Shaping Spokane Housing project. These comments have been added to the public record, and will be shared with the Plan Commission at public hearing.

The City's [Rental Assistance Program for Landlords](#) did provide Covid-related assistance as much as funding could be spread out to small time landlords, and the monies have been disbursed. I believe the City is working on another application to request further Federal funds to support landlords, the caveat being federal funding has many strings (renter incomes within a certain range, unit rents set at a rate that is affordable, reporting and annual inspections, etc.) but we don't have additional funding at this time.

Through the [Shaping Spokane Housing](#) project we are encouraging missing middle housing types- duplexes and attached homes- in more of our residential zones with these code changes, and we're looking at doing more for missing middle housing types like tri- and four-plexes.

Thanks for your investment and time as a landlord in Spokane.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Traci P <tracip1961@gmail.com>
Sent: Wednesday, April 6, 2022 10:28 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject:

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I have rental properties in Spokane. I have already sold one because of covid and people didn't have to pay rent. When the next one gets empty, I will do the same until all are gone.

My rentals are very reasonably priced and I have tons of applicants that apply when one becomes available. I did not increase my rents nor have I since everyone moved in. My promise to them.

My taxes have increased two fold since I've owned them. My insurance now is extremely high because our credit is no longer taken into consideration.

When I got into the rental business, things were more reasonable. Now you are pricing us out of our income. My main objective was to provide nice housing for a reasonable price. That is no longer true. This is my income, which with the increased expenses, has been diminished to next to nothing. Because of this, I am being forced to disolve my rentals so that I don't have to increase my rents. I know, I'm not the only landlord out there that is doing so.

You spend all this time and money trying to figure out how to house more people, when you have no incentive going to the landlord to keep their properties affordable or to even keep them as rentals. Personally, with the housing the way it is, I could probably get another \$500 a month for each property.

You give all kind of breaks to renters, but what about the landlords? We are suffering. The more properties we sell, the less rentals you will have. Thus you have to keep building. Wouldn't it be more cost effective to give us an incentive for keeping our properties available to rent? My rental house sold in 4 days at a very elevated cost.

There is no reason to hang onto them, if it no longer serves our interest.

That's what covid did to us. The renters got all the relief. We just took a huge hit, with higher taxes and insurance rates.

Between my houses, insurance and taxes, there was an increase of over \$1000 per year and that is for only 4 houses. That is ridiculous. I can't afford to keep them any longer. I would make much more money selling them and reinvesting in anything other than real estate.

It's only a matter of time, before there will only be rental places that are multi family dwellings. Houses will no longer be a dream. It's bad enough that the inventory of rental houses are going down. But home ownership is only going to be available to a select few, due to the increase in prices.

It's a double edged sword. I suggest you start with the landlords and see what they say. They are going to be essential for our housing future. Without landlords, where will Spokane be?

This coming from a small time landlord. The rental companies just keep jacking up the rents when their expenses go up.

Thank you for listening,

Tracy Parks
L

From: [John Schram](#)
To: [Planning Services Development Code](#)
Subject: Re: attached housing feedback
Date: Wednesday, April 6, 2022 12:21:03 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

2nd attempt as my first email was rejected by the server

John

From: John Schram
Sent: Wednesday, April 6, 2022 12:18 PM
To: developmentcode@spokanecity.org <developmentcode@spokanecity.org>
Subject: attached housing feedback

Please remove the proposed change to RA, RSF and RSF-C zoning to allow for additional attached housing units in already established neighborhoods. As one selects a neighborhood, let alone street to live on, there are many factors that are taken into consideration including what style and type of housing is predominant. This proposed change nullifies every existing homeowner's preference in that regard and degrades their experience.

If there is a desire for attached housing units and other non-single family standalone housing alternatives, have it an option for a new build community only.

John Schram

From: [John Schram](#)
To: [Planning Services Development Code](#)
Subject: Duplexes feedback
Date: Wednesday, April 6, 2022 12:08:58 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Please remove the proposed change to RSF and RSF-C zoning to allow for duplexes an already established neighborhoods. As one selects a neighborhood let alone street to live on there are many factors that are taken into consideration including what style and type of housing is predominant. This proposed change nullifies every existing homeowners preference in that regard and degrades their experience.

If there is a desire for additional duplex and other non-single family housing alternatives, have it an option for a new build community only.

John Schram

From: [John Schram](#)
To: [Planning Services Development Code](#)
Subject: Short term rental reedback
Date: Wednesday, April 6, 2022 11:34:12 AM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Please eliminate all short term rentals in Spokane County. This will immediately free up hundreds of rental units for those that wish to make/keep Spokane their permanent home. Let's employ basic economic principles to increase supply and keep housing in the affordability range. There is already adequate space in our existing hotel inventory for visitors.

John Schram

From: [Planning Services Development Code](#)
To: ["John Schram"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: attached housing feedback
Date: Thursday, April 14, 2022 12:08:50 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi John,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). This email and your other emails concerning short term rentals and duplexes are now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

I did want to highlight, we're looking at code changes around duplexes and attached houses, but attached houses are typically owner-occupied since they are single-family attached development. We're looking at both missing middle housing types.

None of those topics are scheduled for public hearing yet, but you will be able to see notice about public hearings on the project page and the [Plan Commission page](#) under Agenda.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: John Schram <John@johnschram.com>
Sent: Wednesday, April 6, 2022 12:21 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Re: attached housing feedback

[CAUTION - EXTERNAL EMAIL - Verify Sender]

2nd attempt as my first email was rejected by the server
John

From: John Schram
Sent: Wednesday, April 6, 2022 12:18 PM
To: developmentcode@spokanecity.org <developmentcode@spokanecity.org>
Subject: attached housing feedback

Please remove the proposed change to RA, RSF and RSF-C zoning to allow for additional attached housing units in already established neighborhoods. As one selects a neighborhood, let alone street to live on, there are many factors that are taken into consideration including what style and type of housing is predominant. This proposed change nullifies every existing homeowner's preference in that regard and degrades their experience.

If there is a desire for attached housing units and other non-single family standalone housing alternatives, have it an option for a new build community only.

John Schram

From: [Beck, Amanda](#)
To: ["Brikjames"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: Residential Development Code Amendments is an idiotic idea
Date: Thursday, April 14, 2022 12:46:53 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Brikjames,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

We anticipate code changes to Accessory Dwelling Units, Short Plat Notification, and Lot Size Transitions will go to public hearing with Plan Commission on May 11th, if you wish to provide additional comment during the meeting we encourage you to attend in person or virtually. The other residential code topics are still being discussed and don't have a hearing date at this time. You can view the agenda once it's posted on the Plan Commission [page](#) under Agenda.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Brikjames <brikjames@aol.com>
Sent: Saturday, April 9, 2022 5:33 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Residential Development Code Amendments is an idiotic idea

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi,

I would like to say that there might be a couple ideas that are useful, but overall the plan is made be uneducated simple minded folk. This idea does not benefit the people of Spokane. It will create a poor city that lives off the money that we put into the government. This doesn't help the homeless that have no desire to work for a living and pay rent. If it does then that means even more money is coming out of my pocket to pay for them. Why would anyone want their house to be worth less? It is not our responsibility to facilitate people who want to move here. It is not our responsibility to change our city for anyone. They can either move into what is currently established or they can find somewhere else to live. I'm betting that you are all patting yourselves on the back for this simple-minded effort that does not take into account any of the possible ramifications from enacting it. If you did an organized effort in a single district then it might work. Trying to change the whole city all at once is asking for us to turn into a lesser known Seattle,

which has been an obvious failure as a city. Are you trying to bankrupt the people of this city?

From: [Planning Services Development Code](#)
To: "mary"
Cc: [Gwinn, Nathan](#)
Subject: RE: Parking requirements for ADUs
Date: Thursday, April 14, 2022 12:08:25 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Mary,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email concerning ADU parking is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

There will be room for further public comment at the May 11th hearing if you wish to convey opinions from the Community Assembly folks, or want to encourage other residents to provide public comment.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



FIND US



LIKE US



FOLLOW US

From: mary <mmcsपो@yahoo.com>
Sent: Monday, April 11, 2022 11:04 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Parking requirements for ADUs

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Please restore the parking requirement for 1 bedroom ADUs. There are already far too many cars parked on the city streets. The city has a serious, persistent problem with car burglaries and prowlings and adding more cars to target will just add to the already significant problem. I understand the need for more housing, but we need to be careful we are not creating a "Capitol Hill" here in Spokane. Let us learn from the mistakes that other cities have already made!

Thank you.

From: [Beck, Amanda](#)
To: ["phyllisholmes@att.net"](mailto:phyllisholmes@att.net)
Cc: [Gwinn, Nathan](#)
Subject: RE: Changed to notifications
Date: Thursday, April 14, 2022 1:13:25 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Hi Phyllis,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Our code will maintain notification for Neighborhood Councils. During the application completeness stage NCs as well as other City departments, local/state/federal agencies have a 14-day window to provide comments and require additional information. This is codified in [Section 17G.060.090](#). So, we are proposing some streamlining for notification on short plats (removing notice for 2-lots, keeping mailed notice for 3-9 lots) and think this strikes a sort of balance given that NCs are notified when a permit application is received.

Thank you for your service of Spokane.

Thank you,
Amanda



Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



This email is subject to Washington State Public Records Act, Chapter 42.56 RCW, and may therefore be subject to public disclosure.

-----Original Message-----

From: Phyllis Holmes phyllisholmes@att.net
Sent: Thursday, April 14, 2022 11:26 AM
To: Beck, Amanda abeck@spokanecity.org
Subject: Changed to notifications

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I am reading proposed changes to notification procedures for short plats, etc. Is the intent to notify neighborhood councils? When Mayor Geraghty and I created neighborhood councils it was for the purpose of enhancing communication about impacts on those neighborhoods. I trust that intent is being maintained. Phyllis Holmes, former City Council member

Sent from my iPhone

From: [Beck, Amanda](#)
To: ["Nancy Sazama"](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: SEPA Changes
Date: Thursday, April 14, 2022 1:12:35 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Nancy,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

The proposed changes to the SEPA categorical exemptions thresholds would remove notice on some projects, this is true, and we are trying to thread the needle on streamlining the development process to help construction of more housing while maintaining some notice to residents. SEPA is often a situation where if the number of units or square feet meets the threshold, but excavation or grading on site goes over threshold, then a project kicks back in for SEPA review since the intent there is to evaluate possible environmental impacts and enact mitigations.

There are other notification points during the permit application process though. During the application completeness stage neighborhood councils as well as other City departments, local/state/federal agencies have a 14-day window to provide comments and require additional information. This is codified in [Section 17G.060.090](#). Any Type II permit (site plan, conditional use permit, long or short plat) would have mailed notice and sometimes site postings (you can view that in [Table 17G.060T-3](#)). So, we are trying to balance a streamlined permit process, the urgent need for more housing, and notification to residents.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Nancy Sazama <njsazz@gmail.com>
Sent: Thursday, April 14, 2022 11:32 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: SEPA Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I want to object to the changes the City is considering to SEPA. Why would the city not want their citizens to be in the loop regarding development? The City's priority is development. I can

understand why that is so, especially considering the lack of housing. Comment periods slow things down, making it more complicated to include public input. I get that. Developments with fewer than 30 houses can still be very impactful and citizens deserve to continue to be asked what they think. People who live in the area of a proposed development know that area better than anyone. They know the current problems and potential problems that may arise due to a development. Once the building is done it is often too late, or too expensive to correct issues that arise. Often the area neighborhood can give a heads up to potential issues. It is not just about stopping development but making sure development is done intelligently and with the good of all in mind.

A case in point is the continued development in Latah Valley. This issue has many sides, non easy to reconcile at this time. The inadequacy of infrastructure is critical to everyone's safety today and into the future.

I appreciate your willingness to hear our concerns.

Sincerely,
Nancy J. Sazama

From: [Beck, Amanda](#)
To: rhoffenberg@aol.com
Subject: RE: Comment on SEPA changes
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Robyn,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: rhoffenberg@aol.com <rhoffenberg@aol.com>
Sent: Friday, April 15, 2022 6:07 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Comment on SEPA changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Amanda Beck

This is not what the citizens and residences should be looking at. We have the right and, it's your responsibility to all of us, to do the right thing and not take away those rights to agree or disagree on what's going to happen in our neighbors (our homes).

The developers and local government are only looking at profit without looking at the whole picture. We have every right to know what's happening and you need to keep everyone informed. We, as a whole, will do whatever needs to be done to stop this.

Do the right thing.

Robyn Hoffenberg

-----Original Message-----

From: CALV <contactcalv@gmail.com>

To:

Sent: Thu, Apr 14, 2022 10:12 am

Subject: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant:**

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
2. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201



From: [Beck, Amanda](#)
To: [Landry Smallfoot](#)
Subject: RE: SEPA Changes
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Candace,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Landry Smallfoot <cansmall2@comcast.net>

Sent: Friday, April 15, 2022 12:40 PM

To: Beck, Amanda <abeck@spokanecity.org>; Kevin <hawc929@comcast.net>;
 parpolia@yahoo.com; tucbrown@gmail.com; contactcalv@gmail.com; Lobbch@comcast.net;
 smith.dana5050@gmail.com; victoriapalmen68@gmail.com; jayrayfarmer@gmail.com;
 amyndel@yahoo.com; Molly Marshall <molly.marshall475@gmail.com>

Subject: SEPA Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Amanda,

For SEPA rqts., it is imperative that the neighborhoods and their councils be informed. We will live a neighborhood that the Lennar bros are proposing 183 homes. It is on a wetland and the whole neighborhood is impacted. Had we not

received notification from our neighborhood council and the posted signs of the meeting with the engineer, none of our voices would have been heard. There are very few neighbors that received the 400 ft notice (there are no neighbors that border that property except maybe 10) which is very restrictive to begin with. I am absolutely sick of the city allowing these developers to try to "sneak" into our neighborhoods.

It seems like developers want to put developments in our areas, but if they can "get away" with not providing improvements etc. that is the goal. Our neighborhood of Grandview Thorpe has developers all over the place and it is going to be very impactful and a disaster. Right now we cannot support any developments (two major ones Lennar and Toll).

If anything the SEPA notification needs to be increased and advertised all over the place! The city needs to quit "hoodwinking" city citizens and be there to support and listen to the concerns of huge developments that impact all of these neighborhoods safety and security!

Sincerely,

Candace Smallfoot

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant:**

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats

that create only **two** lots, similar to Type I applications.

1. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201

From: [Beck, Amanda](#)
To: [Kevin](#)
Subject: RE: SEPA Changes
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Kevin,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Kevin <hawc929@comcast.net>
Sent: Friday, April 15, 2022 4:08 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Fwd: SEPA Changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Amanda, I concur with the email from C. Smallfoot. I feel strongly the city is only about developing at all costs without any thought to those of us that have lived here and paid property taxes for years. As many others have stated on Next Door and other apps, between the horrible number of high priced home developments that will do absolutely nothing for homelessness, the increase in crime and nothing ever being done about it, it is time to look at moving out and let this city be taken over by crime and high priced homes!

To try and continue to sneak developments in on us is deplorable.

Kevin Stevens

Kevin V. Stevens, RN, MSN, MS, RD
 Finish Line Performance Nutrition LLC
 IRONMAN Certified Coach
 Sports Nutrition Specialist ISSA
Hawc929@comcast.net

Begin forwarded message:

From: Landry Smallfoot <cansmall2@comcast.net>
Date: April 15, 2022 at 12:40:16 PM PDT
To: abeck@spokanecity.org, Kevin <hawc929@comcast.net>, parpolia@yahoo.com,
tucbrown@gmail.com, contactcalv@gmail.com, Lobbch@comcast.net,
smith.dana5050@gmail.com, victoriapalmen68@gmail.com, jayrayfarmer@gmail.com,
amyndel@yahoo.com, Molly Marshall <molly.marshall475@gmail.com>
Subject: SEPA Changes

Amanda,

For SEPA rqts., it is imperative that the neighborhoods and their councils be informed. We will live a neighborhood that the Lennar bros are proposing 183 homes. It is on a wetland and the whole neighborhood is impacted. Had we not received notification from our neighborhood council and the posted signs of the meeting with the engineer, none of our voices would have been heard. There are very few neighbors that received the 400 ft notice (there are no neighbors that border that property except maybe 10) which is very restrictive to begin with. I am absolutely sick of the city allowing these developers to try to "sneak" into our neighborhoods.

It seems like developers want to put developments in our areas, but if they can "get away" with not providing improvements etc. that is the goal. Our neighborhood of Grandview Thorpe has developers all over the place and it is going to be very impactful and a disaster. Right now we cannot support any developments (two major ones Lennar and Toll).

If anything the SEPA notification needs to be increased and advertised all over the place! The city needs to quit "hoodwinking" city citizens and be there to support and listen to the concerns of huge developments that impact all of these neighborhoods safety and security!

Sincerely,

Candace Smallfoot

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant**:

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....please share your concerns!**

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
1. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201

From: [Beck, Amanda](#)
To: [Dick Thiel](#)
Subject: RE: SEPA Protections and short plat reviews
Date: Monday, April 18, 2022 12:54:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Dick,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Dick Thiel <dickthiel@comcast.net>
Sent: Friday, April 15, 2022 10:33 AM
To: Beck, Amanda <abeck@spokanecity.org>
Cc: Patti Berg <catsmeow4814@yahoo.com>
Subject: SEPA Protections and short plat reviews

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Wrong, wrong, wrong. Do NOT do this. It will come back and bite you in the butt! Citizens and neighbors deserve to learn about proposed projects so they can comment, seek legitimate changes, and then live happily with the development. It appears you are being pressured by developers, and are hungry for development dollars. Don't do this. Listen to your neighbors (taxpayers) and don't foment the dissent that is sure to happen.

From: [Beck, Amanda](#)
To: [Karen Carlberg](#)
Subject: RE: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents
Date: Monday, April 18, 2022 1:54:00 PM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)

Hi Karen,

Due to the city's process to request comments during the determination of a complete application, NCS will maintain the opportunity to comment on applications. You are correct, this is not changing.

For some people I think the issue is timing. So that potential mitigations are reflected in a submitted application, SEPA is typically completed first followed by an application. Certainly if they run at the same time, any pertinent comments from the SEPA would be required to be reflected in an updated proposal for the application.

Hope that answers your question.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
 509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Karen Carlberg <karencarlberg@comcast.net>
Sent: Monday, April 18, 2022 1:33 PM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Re: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Thanks Amanda. I'm interpreting this to say that there will be no change in opportunities for neighborhood council comment on projects. Right?

Karen

From: "Beck, Amanda" <abeck@spokanecity.org>
Date: Monday, April 18, 2022 at 12:31 PM
To: Karen Carlberg <karencarlberg@comcast.net>
Subject: RE: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over

Residents

Hi Karen,

The CALV email is referencing two code changes that are a part of the [Shaping Spokane Housing](#) project. Sorry this is a bit long, hopefully it gives you plenty of information.

Proposed changes to short plat notification have been going through a series of workshops with Plan Commission. Draft text is available on the project webpage. The changes include removing notification for a short plat which creates two lots (e.g. the mother parcel and one other), and revise notification for short plats that create three to nine lots such that only a mailed noticed will be sent to property owners, tax payers, and residents within 400 feet of the subject site with no site posting. This code change will be going to public hearing at the May 11th Plan Commission workshop.

What that would look like: Neighborhood Councils would be solicited for comment during a fourteen day comment window when the city completes the determination of a complete application (outlined in [Section 17G.060.090](#)), regardless of number of lots. Taxpayers/property owners/residents would get a notice of application in the mail for short plats of three to nine lots, and could provide comment during that fifteen day window.

The second piece is proposed changes to our SEPA ordinance around the flexible threshold for categorical exemptions. The proposed draft is available on the project webpage. In line with recommendations from WA Commerce in [RCW 36.70A.600\(1\)\(r\)](#), the city has proposed to change the flexible thresholds as noted below, except to keep the fill/excavation at the current 500 cubic yard threshold. SEPA is often a situation where if the number of units or square feet meets the threshold, but excavation or grading on site goes over threshold, then a project kicks back in for SEPA review since the intent there is to evaluate possible environmental impacts and enact mitigations. Revisions to this section of code require a 60-day Agency and Public Comment period, which began April 4 and runs through June 6- no public hearing is scheduled at this time. At the end of the 60-Day Agency and Public Comment period the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing.

Construction Type	SMC 17E Flexible Threshold	197-11-800 WAC Max. Allowed by State	Proposed SMC 17E Flexible Threshold
Single-family residential	20 units	30 units	30 units
Multifamily residential	20 units	60 units	60 units
Agricultural structure	20,000 SF	40,000 SF	40,000 SF
Office, school, commercial, recreational, service, or storage buildings and related parking	12,000 SF and 40 parking spaces	30,000 SF and 90 parking spaces	30,000 SF and 90 parking spaces
Fill or excavation	500 cubic yards	1,000 cubic yards	500 cubic yards

What that would look like: Projects under the threshold would not be required to do a SEPA review so there would be no SEPA notice or site posting, and projects over threshold would follow our current process of review and notification. Similar to above, NCs would be notified during the determination of a

complete application.

Let us know if you have questions. Thanks for reaching out.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



FIND US



LIKE US



FOLLOW US

From: Karen Carlberg <karencarlberg@comcast.net>

Sent: Saturday, April 16, 2022 10:17 AM

To: Beck, Amanda <abeck@spokanecity.org>

Cc: pfbundy0@gmail.com; karencarlberg@comcast.net; rkclapp@gmail.com; dwrightemersonsr@gmail.com; josettegates@gmail.com; mshkg@hotmail.com; hagy_w@icloud.com; kjhiker49@gmail.com; mensching65@gmail.com; jmotr56@msn.com

Subject: FW: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi Amanda,

I received the email below, I assume so that I can distribute it to the West Hills neighborhood for comment. It is from the CALV group, which was formed to respond to all the proposals for new development in the Latah Valley and Grandview/Thorpe neighborhood. I responded to the email asking for more information and relevant websites. I got a response, but it wasn't very helpful.

My main concern is the comment below about possibly losing the possibility of neighborhood council opportunities to submit comments about projects in the neighborhood. I'm not seeing anything in the materials that suggests that.

Can you please clarify? What is the purpose of these proposed changes? And is there any change in neighborhood involvement in the review process for projects in the neighborhood?

Thanks for your help.

Karen Carlberg
Chair, West Hills Neighborhood Council

From: CALV <contactcalv@gmail.com>

Date: Thursday, April 14, 2022 at 10:11 AM

To: <undisclosed-recipients:;>

Subject: Keeping the Public in the Dark - City Changes Coming to Favor Developers Over Residents

Changes are coming for **SEPA** protections and Short Plat reviews unless we

Take Action and Comment!

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant**:

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
1. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.

Spokane, WA 99201



From: [Beck, Amanda](#)
To: [mellisa donaldson](#)
Subject: RE: Proposed changes to SEPA and short plats
Date: Monday, April 18, 2022 1:12:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Mellisa,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. When the agenda is posted, you can find meeting information on the [Plan Commission webpage](#).

At the end of the 60-Day Agency and Public Comment period for the proposed SEPA code changes, which runs April 4 through June 6, the City will review and evaluate comments to determine if revisions to the proposed SEPA code changes are warranted before taking the draft code to public hearing. No public hearing is scheduled at this time.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: mellisa donaldson <mellisad2001@gmail.com>
Sent: Monday, April 18, 2022 10:14 AM
To: Beck, Amanda <abeck@spokanecity.org>
Cc: Hadi hadi <Badrakhan@gmail.com>
Subject: Proposed changes to SEPA and short plats

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear Ms. Beck,

I am writing with concerns regarding the changes to following policy. I would like it to go on record that I am against these amendments. There continues to be a push for rapid growth in and around Spokane with little regard to detrimental effects to our community.

Tax payers and members of the community deserve a voice.

Thank you.

Sincerely,

Mellisa Donaldson

3111 W. Washington Rd, Spokane, WA 99224

714.357.4558

The **SEPA** (State Environmental Policy Act) process is really the only way for people in the neighborhood to comment on specific aspects of development like roads, wetlands, street issues and such. The SEPA process is also where other agencies like WSDOT, Fire, Schools, etc. have a chance to comment.

The City of Spokane's proposed SEPA changes are **detrimental and significant:**

- SEPA **would not be required** for 30 or less single-family home developments (currently SEPA is not required for 20 homes or less).

Losing SEPA review would eliminate our ability to comment about development in our neighborhoods on projects of 30 or less. **That is impactful.....**please share your concerns!

The City of Spokane is also proposing two types of changes to the review of short plats;

1. First, the City is proposing to remove the notice of application for short plats that create only **two** lots, similar to Type I applications.
2. Second, the City is considering removing the required posted sign, but continuing a mailed notice of application for short plats creating **three to nine** lots.

The proposed changes would include:

- Amending the public notice to only require a mailed notice to properties within 400 feet.
- No notice in the newspaper; and
- Removing the site posting sign requirements.

There is no mention of a requirement to notify the neighborhood council

The 60-day agency and public comment period will run **60 days from April 4, 2022, through June 6, 2022, ending at 5:00 PM.**

Submit comments to:

Amanda Beck

abeck@spokanecity.org, 509-625-6414

City of Spokane Planning Services, 6th Floor

808 W Spokane Falls Blvd.
Spokane, WA 99201



From: [Planning Services Development Code](#)
To: [Carmela Conroy](#)
Subject: RE: Appreciation for Draft ADU Revisions
Date: Friday, April 22, 2022 9:17:00 AM

Good morning, Ms. Conroy:

Thanks for your message. I will add it to the public record for the file, and it will be shared with the Plan Commission at the public hearing, and with the City Council at its future, unscheduled public hearing. The Plan Commission's hearing is tentatively scheduled for May 11, 2022 at 4 pm. When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#).

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Carmela Conroy <carmelaconroy@yahoo.com>
Sent: Wednesday, April 20, 2022 10:29 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Appreciation for Draft ADU Revisions

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Dear Neighbors:

Thank you for sharing information via email about the draft revisions to the requirements for auxiliary dwelling units (ADUs). I have been considering converting over half of my basement into an ADU. I live in a single-family residential area. My house is on a bus line. I am approaching senior citizen hood, and would feel safer having someone living on the property with me.

Two particularly salient advantages of the revisions are greater flexibility in the size of the ADU, and in eliminating the need for offstreet parking. My basement is quite large, but unsuitable for any configuration other than a studio apartment. Having greater flexibility on size allows me to include storage space for a future tenant. This might be especially useful to a medical resident or academic assigned to Spokane for a year or two.

My garage and driveway allow for little to no expansion. My being on a bus line and within walking distance of the medical centers means some tenants might not need any parking at all. There's ample street parking if needed. Eliminating the off street parking requirement will significantly reduce the cost and speed with which I can put an ADU on the market.

I appreciate your taking the time to consider these comments.

Sincerely

Carmela Conroy

US Mobile: 571-276-4238

April 21, 2022

RE: SMC 17C.300: ACCESSORY DWELLING UNITS – REVIEW AND SUGGESTED UPDATES

Dear Spokane Planning, Ms. Murphy, Plan Commission, and Councilmembers:

Thank you for your work in implementing the city's Housing Action Plan, and for moving the needle forward on greater housing supply.

As you're well aware, there is a critical need to increase housing supply in Spokane. We are simply failing at producing the needed numbers that will result in 6,791 new units by 2037 (or 400+ units per year) per the City's 2020 Housing Needs Assessment. Unless bold changes are made, then we will continue to push would-be home-owners and renters, and community members to the margins.

Please consider moving quickly in adopting and codifying relaxed and flexible standards for Accessory Dwelling Units (ADUs) as a preliminary, 'low-hanging fruit', opportunity. I would encourage the Plan Commission and City Council to ratify policies suggested by in RCW 36.70A.600(1)(n),(o),(p),(q),and (x) regarding additional flexibility, and lessening restrictions, for accessory dwelling units.

The draft changes to "17C.300 SMC Accessory Dwelling Units" attempt to ratify some of these policies.

Please consider the following suggestions / modifications to the proposed draft ADU updates:

- 17C.300.100 (B)(2) – Multiple ADUs in all Residential Zones may be permitted through a Conditional Use Permit (CUP).
- 17C.300.100 (B)(2) – Development standards of the underlying district may be modified pursuant to the provisions of this section.
- 17C.300.110 (A)(1) – Reduce minimum size of principal structure to 500 square feet.
- 17C.300.110 (A)(1)(a) – Floor area of internal ADU not more than 50% the floor area of the principal structure, or 800 square feet, whichever is greater.
- 17C.300.110 (A)(2) – *Per WA House Bill 1660* - Floor area of detached ADU not more than 850 square feet for lots less than 4,500 square feet, and 1,350 square feet as the combined floor area for both attached and detached ADUs on lots greater than 4,500 square feet.
- 17C.300.110 (B) – *Per RCW 36.70A.600(1)(p)* - Remove owner-occupancy requirements, i.e. 'Draft Option SMC 110.C.1'

Thank you for your consideration and seeking to address dire need.

With Regards,



Ryan Hughes, AICP

210 W. 32nd Ave Spokane, WA, 99203

Rhughes509@yahoo.com

From: [Planning Services Development Code](#)
To: "Will Maupin"
Subject: RE: Shaping Spokane Housing Update Comments
Date: Friday, April 22, 2022 9:37:00 AM

Hello Mr. Maupin,

Thanks for your comment. I will add it to the public record for the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is tentatively scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced.

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Will Maupin <willmaupin@gmail.com>
Sent: Thursday, April 21, 2022 12:43 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Shaping Spokane Housing Update Comments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, thank you for updating me on the updates to the city's approach to the housing crisis. What I see from the city is an approach. It's nothing close to a solution.

According to a report on KXLY last night, the average home price in Spokane County increased by \$30k over the past month. ONE MONTH. A friend bought a house on the lower south hill in 2018 for \$220k. Zillow estimates it could go for \$428k today. If \$220k was his max budget today, there are two homes currently listed in Spokane he could afford. Two.

This is a crisis. People who have lived in Spokane for most of their lives, who grew up here, can't afford to live here anymore. I had to re-sign my apartment lease this spring, and my rent increased by 50%. There is an old, cheap motel on 3rd that has been converted to studio apartments leasing for \$1,200+. If you earn the median income for the county, those apartments would take more than 30% of your total income. Respectfully, you can't continue farting around with phase 1.

The longer the city fails to accept this, the worse it will get. Look at the fringes of the city limits now, where development regulations are more lax. What's being built there? Totally unsustainable, completely car-dependent developments that look like the "multifamily housing midsize apartment building" on the graphic in the update, and that's well outside of phase 1.

Those won't even solve the problem, and on top of the help they do provide, they exacerbate other problems like traffic (have you tried getting around the Southgate neighborhood anytime between 2 and 6 p.m. lately?) and climate change. They're a two steps forward, one step back situation.

It's time for big and active change. In the update I saw the word "encourage" once, and it was about townhouses. The city is exploding, cost of living is skyrocketing, and the only thing you're going to "encourage" is a few more townhouses? You're going to "allow" duplexes in more zones? Cool. Go further. Encourage them, too. And then go further than that.

Change the comprehensive plan.

Make owning a surface parking lot in the city center (which looks like swiss cheese from all of those) less appealing than developing it into high density housing. "Encourage" high density urban housing.

Apply the principles of Vancouverism to the Centers and Corridors plan, and expand the plan. Then "encourage" it. In recent years we've seen buildings demolished on the Ruby/Division couplet and be replaced with things like a Panda Express and a sprawling gas station. Encourage density in places like that to the point it would be financially stupid for a developer to build one story nonsense.

Expand where airbnbs are allowed? Ban them all together.

I know there is more red tape and more bureaucratic hurdles to this process than I could ever understand. So I appreciate the fact that this process is underway at all. But I'm frustrated. I grew up here, I've spent almost my entire adult life here, and I can barely afford to stay. I have a good job, and earn good money. Two years ago, before the pandemic hit and this all blew up, I could've bought a good house in a nice neighborhood. The homes I looked at then are being listed now for literally hundreds of thousands of dollars more than they were just two short years ago. Spokane used to lose so many of its best people to bigger, more vibrant cities. Now it's going to start losing those who stayed to places they can afford, like the Tri-Cities or somewhere awful.

Thank you for your work, and know it is appreciated. But please, we need to go so much further.

- Will Maupin





From: [Beck, Amanda](#)
To: [Mariah McKay](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: Shaping Spokane Housing Update
Date: Wednesday, April 27, 2022 9:31:00 AM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[image001.png](#)

Hi Mariah,

Thank you for your comments concerning ADUs and owner occupancy. And, you're comments on how to improve communications for projects like this.

Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing. Please be aware that proposed changes to ADUs will be going to public hearing at the May 11th Plan Commission meeting. The agenda can be accessed from the [Plan Commission webpage](#).

You can search building permit records through [Accela Citizen Access](#). I would recommend the below search parameters. Since 2008 we've gotten approximately 175 ADUs that have been permitted.

Record / Permit Number:		Record Type:	
<input type="text"/>		Residential Building New ▼	
Start Date:		End Date:	
<input type="text" value="01/01/2008"/>		<input type="text" value="04/27/2022"/>	

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Davis, Kirstin <kdavis@spokanecity.org>
Sent: Monday, April 25, 2022 11:25 AM
To: Mariah McKay <ournaturalhomes@gmail.com>
Cc: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>; Black, Tirrell <tblack@spokanecity.org>
Subject: RE: Shaping Spokane Housing Update

Mariah,

Thank you for your feedback. I am sharing it with our planning team and we will do what we can to make communications more relevant and address your specific ADU questions below.

Have a great day,

Kirstin



Kirstin Davis | Communications Manager | Public Works and Community & Economic Development
Desk 509.625.7773 | Mobile 509.481.7223 | my.spokanecity.org



ADVISORY: Please be advised the City of Spokane is required to comply with the Public Records Act (Chapter 42.56 RCW). As such, the information exchanged via email, including personal information, may ultimately be subject to disclosure as a public record.

From: Mariah McKay <ournaturalhomes@gmail.com>
Sent: Thursday, April 21, 2022 6:05 PM
To: Davis, Kirstin <kdavis@spokanecity.org>
Subject: Re: Shaping Spokane Housing Update

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Small business owners REALLY struggle to take the time to participate in public policy changes like these even though we are significantly impacted by them.

Instead of providing links to lengthy Zoom recordings and arcane procedural documents with way too much detail, it would be more helpful if city staff could contextualize and summarize what is actually going on now and ask us to briefly weigh in on that.

I understand the City is understaffed and that is impacting the level of service in planning and housing significantly. But if you are going to write and publish an email, please do so with making meaningful feedback from the end user more possible without deep diving on other websites.

That said, I support massive deregulation of the ADU housing type. Owners should not have to reside on their lots to be able to build an ADU. I also support City Issued Bonds to provide money for a loan fund that could be used to help underwrite loans for ADU development and pay for ADU ecosystem development barrier removal initiatives. In short, I would like to see this happen in our city:

<https://www.youtube.com/watch?v=569aqcdcN4A>

I would like the City to set ADU development goals, and then mobilize small-scale owners and developers to help meet those goals.

Where would one go to try and figure out how many ADUs have been built per year over the last several years?

And who would I talk to about eco-building materials like cob and aircrete meeting city code requirements?

Thanks,
Mariah

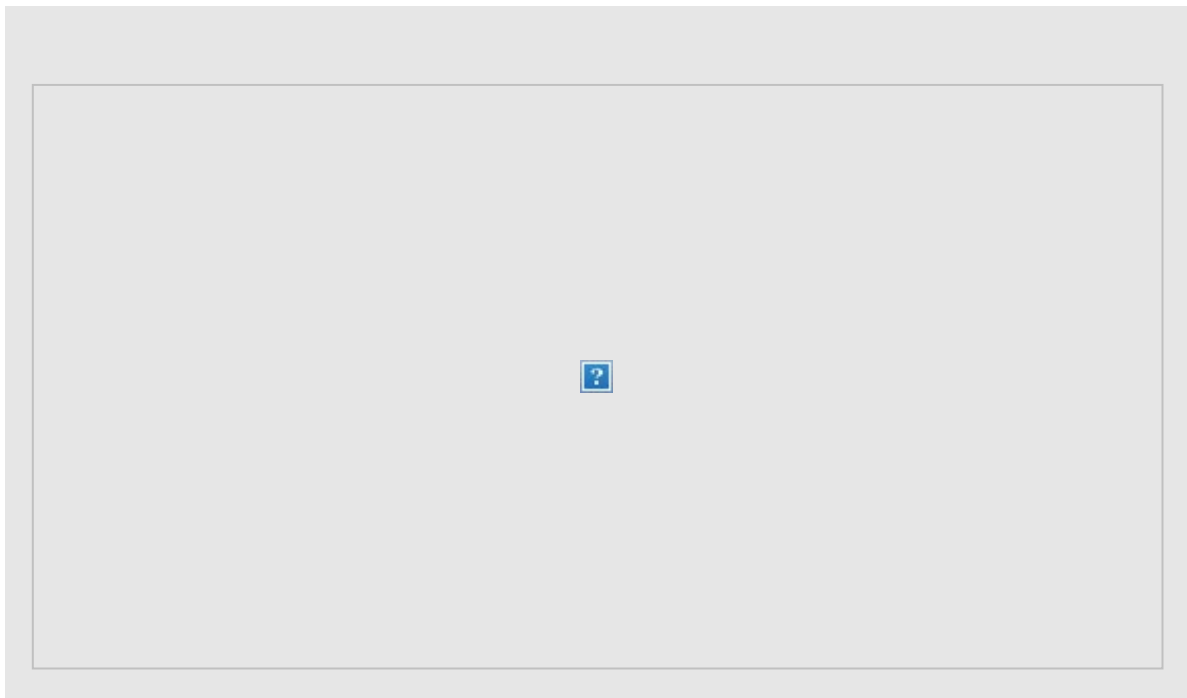
--

Mariah McKay (pronouns: she/her)
Community Manager, Our Natural Homes
Mobile: 509-939-0015



Follow us on Facebook @ournaturalhomesllc
"Where coliving is all about community."

On Wed, Apr 20, 2022 at 9:09 PM City of Spokane Planning <kdavis@spokanecity.org> wrote:



Dear Community Member,

Thank you for your continued interest in addressing housing challenges in Spokane. You are receiving this email because you have shown interest in the Housing Action Plan and requested information about housing topics. The 2021 [Housing Action Plan](#) provided several recommendations and the City Plan Commission along with the Planning Services department have been discussing **seven initial proposed amendments** outlined on [ShapingSpokaneHousing.com](#).

Plan Commission Meeting Recap

City Plan Commission workshops have been held to review and discuss proposed revisions to residential zoning codes including accessory dwelling units, various kinds of small-scale housing like duplexes and attached housing and lot size transition requirements. **The meeting held on April 13 reviewed draft code language related to the residential code language for accessory dwelling units and the short plat application process.** Get more information from the meeting [video](#) and view the discussion presentation at the [project webpage](#).



Accessory Dwelling Units

Increase flexibility of development and design standards for Accessory Dwelling Units (ADU).



Short Plat Application Process

Reduce or streamline the notification and commenting requirements.

We want your feedback!

You can **review a description of each proposal** on the [project webpage](#), which will be updated as the draft revisions evolve.

- **Provide written comment in email** to DevelopmentCode@spokanecity.org. This email list will be notified regarding additional opportunities for participation.
- **Sign up for email updates and announcements** [here](#).

Coming Up

Planning Services Staff at Riverfront Spring Market April 27 from 3-7 p.m.

You're invited to **ask questions and provide feedback** with City planners about the proposed Shaping Spokane Housing changes being considered right now. The **Spring Market is located in the Riverfront Pavilion** event space.

Plan Commission Meeting on Wednesday, April 27 at 2 p.m.

The Commission will **revisit the City's residential zones**, including **provisions for additional attached housing (townhouses) and duplexes**, as well as **design standards for these and single-family residential development** types. The Commission will also **consider changes to the short plat application process** draft text.

Attached Housing (Townhouses)

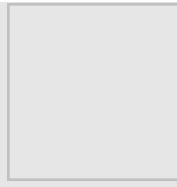
Encourage infill development, update development and

Duplexes in Residential Single Family (RSF) Zone

Expand the permitted zoning districts and lot types, update



design standards to integrate
with neighborhood character.



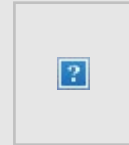
design standards to integrate
with neighborhood character.

Plan Commission Public Hearing on Wednesday, May 11 at 4 p.m.

The Commission will **take testimony from the public on proposed changes** to development regulations for accessory dwelling units, lot size transition, and the short plat application process. The Commissions will also consider making a recommendation to the City Council on the proposed changes.

Please visit the [Plan Commission webpage](#) to view the agenda that contains packet materials available for review and instructions for joining the hybrid in-person/virtual meetings.

You are receiving this email because you signed up via the [Spokane Housing Action Plan website](#), 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 announcements](#) about this project. To unsubscribe, please email developmentcode@spokanecity.org.



City of Spokane, Washington | 808 W Spokane Falls Blvd, Spokane, WA 99201

[Unsubscribe mariah@spokaneindependent.org](#)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by kdavis@spokanecity.org powered by



[Try email marketing for free today!](#)

From: [Planning Services Development Code](#)
To: ["Liza Mattana"](#)
Subject: RE: Manito Cannon Hill neighborhood & changing city code
Date: Tuesday, April 26, 2022 2:11:00 PM

Good afternoon Ms. Mattana,

Thanks for your comment. I will add it to the public record for the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and I have added you to the contact list for notice of future opportunities.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Liza Mattana <lizamattana@gmail.com>
Sent: Friday, April 22, 2022 6:40 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Manito Cannon Hill neighborhood & changing city code

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi there,

I received a link from our neighborhood council meeting leaders. I wanted to say I'm all for the proposed changes to ours and other neighborhoods (like ADU, townhomes, duplexes in RSF zone) to promote density and lessen sprawl!

Please keep me posted if there are other opportunities to weigh in.

Thank you!
 Liza Mattana
 453 W 26th Ave, Spokane, WA 99203
 South hill resident since 1982
 LCHS alumni, class of 1992

From: [Alice Galeotti](#)
To: [Planning Services Development Code](#)
Subject: RE: Comment on ADU draft plan
Date: Tuesday, April 26, 2022 2:46:23 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Nathan,

Thank you for your thorough and informative reply. Have a great rest of your week!

Alice Galeotti

On Apr 26, 2022, 2:25 PM -0700, Planning Services Development Code <erapsdc@spokanecity.org>, wrote:

Good afternoon Ms. Galeotti,

Thanks for your questions and comments. I will add your message to the public record for the ADU amendments, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

The attached draft text proposes to remove that provision, showing additions in underlined text and deleted text struck through (page 16). A home occupation is described and regulated in sections [17C.340.100](#), [17C.340.110](#), and [17C.340.120](#) of the Spokane Municipal Code. In the March 23 workshop with the Plan Commission, the members discussed the changing nature of business practices, and some suggested this provision was no longer necessary in the ADU chapter. You may view the recording on the [project webpage](#) at the link below if you are interested.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and I have added you to the contact list for notice of future opportunities.

I hope this helps,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development

509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Alice Galeotti <agaleotti612@gmail.com>
Sent: Friday, April 22, 2022 12:00 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Comment on ADU draft plan

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good morning,

Regarding 17C.300.130 Development Standards, Sec A3, why is an ADU prohibited if the homeowner has a "home occupation"? And, what is the definition of home occupation? Does this mean I am prohibited from putting an ADU on my property if I work from a home office as a realtor, for example? Or have a business involving writing where I use my home office? This section is vague and frankly, seems unnecessary. Please explain.

Thank you,
Alice Galeotti

From: [Planning Services Development Code](#)
To: DWatkins@spokanerealtor.com
Subject: RE: Comments for proposed code changes
Date: Tuesday, April 26, 2022 2:45:00 PM

Good afternoon Darin,

Thanks for your comment. I will add it to the public record for the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and the City has you on its contact list for notice of future opportunities.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Darin Watkins <DWatkins@spokanerealtor.com>
Sent: Friday, April 22, 2022 1:19 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Comments for proposed code changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

A severe lack of housing in Spokane has become the greatest single challenge of our times.

National averages show the City of Spokane should have 114,000 housing units. Instead, we have 89,000.

This leads to dramatically increased greenhouse gas emissions from commuters buying homes in neighboring communities, increases the gap in housing equity, and has been shown to be one of the key contributors to homelessness.

The proposed solutions are truly just a first step. And in many cases, simply update our current codes to match state requirements.

PLEASE support these changes. We MUST do what we can to solve our housing crisis.

Darin Watkins

Governmental Affairs Director

Spokane Association of REALTORS®

(509) 595-2012 (cell)

From: [Planning Services Development Code](#)
To: [Gene Brake](#)
Subject: RE: Shaping Spokane Housing
Date: Tuesday, April 26, 2022 2:48:00 PM

Hi Gene,

Thanks for your comment. I will add it to the public record for all of the phase 1 topics, and it will be shared with the Plan Commission at the public hearing for the first 3 topics – accessory dwelling units, lot size transition, and short plats – and with the City Council at its future, unscheduled public hearing. The Plan Commission’s hearing is scheduled for May 11, 2022 at 4 pm.

When the agenda for the May 11 hearing is posted, you can find meeting information on the [Plan Commission webpage](#). We will continue to update the project webpage as public hearings are scheduled and new efforts are announced, and I have added the genebrake.re@gmail.com address to the contact list for notice of future opportunities.

Sincerely,

Nathan Gwinn, AICP | Assistant Planner | Planning & Development
 509.625.6893 | ngwinn@spokanecity.org | www.spokanecity.org

Residential Development Code amendments project webpage: my.spokanecity.org/projects/shaping-spokane-housing

From: Gene Brake <genebrake.re@gmail.com>
Sent: Friday, April 22, 2022 10:34 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Shaping Spokane Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I do not support several parts of Phase 1 of the Housing Action Plan. I oppose and will actively work against any effort to expand Short Term Rentals, allow ADUs without the owner occupancy requirement and include duplexes in all Residential zones unless there are some limitations.

All three of these proposals will negatively impact housing availability, promote additional escalating home prices and negatively impact neighborhoods by encouraging out of area investors.

All of these will exacerbate the housing shortage and lead to net loss of affordable housing and more homeless neighbors.

Thank you,
Gene Brake
www.genebrake.com

www.corbinpark.net

509-981-5555



601 W 1st Ave, Ste 1400
Spokane, WA 99201

"IMPORTANT NOTICE: Never trust wiring instructions sent via email. Always independently confirm wiring instructions in person or via a telephone call to a trusted and verified phone number. Never wire money without double-checking that the wiring instructions are correct."



April 25, 2022

Spokane Planning Commission
808 Spokane Falls Blvd
Spokane WA 99201

Commission,

The Spokane Low Income Housing Consortium is a membership organization made up of over 25 organizations that design, build and support low income housing in Spokane. Our mission is to support all affordable housing and we know and unanimously support the phase one changes in Shaping Spokane!

We are writing this letter to support the changes to the Short Plat process (less notification), increasing the threshold for SEPA reviews on apartments to match the State and we believe that ADU's should be easier to produce.

I was the original sponsor of the neighborhood notification bill in 2014 and have a unique perspective on how a housing market has been stymied by folks who want to keep the status quo. Market rate apartments, house rentals and home ownership are all important to the system.

Studies and real world law changes clearly show that if you eliminate the owner occupancy requirement on ADU's, permits will go up. All three of these changes are designed to increase supply. Increasing supply in every way possible is necessary when rents and ownership have increased by over 50% in the last 24 months.

Housing is system and ownership and rental matter. These are just the first code changes in many. I urge you to pass these fast so we can get to other bigger changes.

Sincerely

A handwritten signature in blue ink, appearing to read "Ben Stuckart".

Ben Stuckart, Executive Director
Spokane Low Income Housing Coalition

CC:

Steve McDonald, City of Spokane
Spencer Gardner, City of Spokane

From: [Beck, Amanda](#)
To: [Carol Tomsic](#)
Cc: [Gwinn, Nathan](#)
Subject: RE: Comment on Residential Code Changes Plan Commission Meeting 4/27/22 at 2pm
Date: Wednesday, April 27, 2022 9:38:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Carol,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission at the public hearing.

Please be aware that proposed changes to short plat notification will be going to public hearing at the May 11th Plan Commission meeting. You can find meeting information on the [Plan Commission webpage](#), which will be held as a hybrid in-person and virtual meeting.

Draft code for attached homes and duplexes are not currently scheduled for public hearing, but we will notify the email list once we have a date for those topics. Plan Commission will be further discussing design standards for all residential building types (detach and attached single-family as well as duplexes) at our meeting today, Wednesday 4/27.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Carol Tomsic <carol_tomsic@yahoo.com>

Sent: Tuesday, April 26, 2022 11:05 PM

To: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>; Plan Commission <eraplanc@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>; Wilkerson, Betsy <bwilkerson@spokanecity.org>; Beggs, Breean <bbeggs@spokanecity.org>

Cc: Marilyn <mdlloyd@comcast.net>; Mary Winkes - Manito/Cannon Hill <mmcsपो@yahoo.com>; Cortright, Carly <ccortright@spokanecity.org>

Subject: Comment on Residential Code Changes Plan Commission Meeting 4/27/22 at 2pm

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Comment on Residential Code Changes Plan Commission Meeting 4/27/22 at 2 pm

Duplexes in Residential Zones

I support affordable housing. I raised my son in the Lincoln Heights neighborhood as a single-working mother. I was fortunate to buy a house before the housing prices skyrocketed. I want other families to experience the joy of home-ownership and raising a family in a walkable, bicycle-friendly neighborhood with a thriving center-core.

I also want our neighborhood to be a place where single people and empty nesters can afford to live and support our center-core.

I just ask that the city ensure developers construct housing in our neighborhood that is similar to a single-family home as to add to the quality of our established neighborhood and gently increase the density of residential zones, like stated in the info sheet.

I support smaller, more affordable duplexes in a single family neighborhood, so home-ownership remains viable in my neighborhood.

Attached Housing

The Lincoln Heights neighborhood is dominated by single-family homes.

I would like to request the city notify residents of a proposed 4-unit attached house in a single-family zoning to allow public comments. It would ensure the new housing will be well-designed and add to the quality of the established neighborhood, as stated in the info sheet.

Short Plat Application Process

I would like to request the city retain the notice of application for short plats that create only two lots, or for shot plats with only minor engineering review.

Our neighbors may be aware of any historic significance on the affected neighborhood lots, including historically walked across trails. I don't want our neighborhood to lose an opportunity to protect a feature on the lots during the short plat process.

Thank you!

Carol Tomsic
resident

From: [Gene Brake](#)
To: [Deasy, Annie](#)
Cc: [Antonia DePasquale](#); [Barbara Biles](#); [Bill Heaton](#); [Black, Tirrell](#); [Charles Hansen](#); [Christopher Savage](#); [Chuck Milani](#); [Cliff Winger](#); [Comstock \(comstockneighborhoodcouncil@gmail.com\)](#); [Doug Tompkins](#); [Freibott, Kevin](#); [Byrd, Giacobbe](#); [Greg Francis](#); [Kosanke, Katie](#); [Kelly Cruz](#); [Laura Mincks](#); [McInnis, Bonnie](#); [Molly Marshall](#); [Nicola J Payette](#); [Pat Rooks](#); [Patricia Hansen](#); [Paul Kropp/Southgate](#); [Rachelle Bradley](#); [Robynn Sleep](#); [Teresa Kafentzis](#); [Terry Black](#); [Tiffany Picotte](#); [Timothy Diko](#); [Tom Powell-Emerson Garfield](#); [Gwinn, Nathan](#)
Subject: Re: Presentation - Land Use Committee
Date: Thursday, April 28, 2022 7:53:09 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Annie,

Thank you for sharing this. I'm disappointed planning has decided to move forward with a very developer friendly plan and yet most anti neighborhood plan possible in this first Phase. These plans do nothing to increase the number of low income units, yet will absolutely result in the loss of homes when developers and investors begin buying up single family homes. We all know this wont impact most of the South Hill but will decimate the Northside neighborhoods, especially Emerson Garfield.. Where are some of the most affordable homes at present in Spokane that would be Emerson Garfield, well you can kiss them goodbye.

As we see modest historic homes bulldozed we can at least sleep well knowing developers and investors made money. :(Families? Nah, they have to live with the progress. Shameful really.

Gene Brake
 Housing Action Subcommittee member
 Emerson Garfield Neighborhood Council - Treasurer
 Corbin Park Homeowners Association - Vice President

On Thu, Apr 28, 2022 at 3:01 PM Deasy, Annie <adeasy@spokanecity.org> wrote:

Good afternoon Land Use Committee Representatives,

Nathan Gwinn from Planning Services has requested that the attached presentation slides be shared with the committee.

Best,

Annie



Annie Deasy | City of Spokane | Community Programs Coordinator

Working Remotely, Off on Fridays | 509.625.6343 | mobile 509.504.3475 | adeasy@spokanecity.org | spokanecity.org



May 3, 2022

Spokane Planning Commission
808 Spokane Falls Blvd
Spokane WA 99201

Commission,

The Spokane Regional Continuum of Care manages and distributes \$4.3 million annually of HUD's Homelessness service funds. Housing is the end goal of all the interventions funded by the CoC. Finding someone a stable place to call home is the purpose of the CoC's work. This means that our work is intricately connected to the state of Spokane's Housing Market.

We are writing this letter to support several changes that would help increase housing inventory. These include changes to the Short Plat process, increasing the threshold for SEPA reviews on apartments, and making ADU's easier to produce.

The CoC's chairperson was the original sponsor of the neighborhood notification bill in 2014 and has a unique perspective on how our housing market has been stymied by residents who want to maintain the status quo. Reducing notification requirements for Short Plats would be one step in the right direction to increasing housing availability. CoC programs can help fewer people the more market rate rents skyrocket. Increasing the threshold for SEPA reviews to match existing state requirements makes sense and would help to increase housing availability and reduce rental rates. Studies and real-world experience looking at changes to relevant laws clearly show that if the owner occupancy requirement for ADU's is eliminated, applications for permits will increase.

Increasing supply in every way possible is necessary as rents and housing prices have increased by over 50% in the last 24 months. These three changes will help to increase the supply of housing in our community which is desperately needed. These are just a few code changes that are needed to help address the current housing crisis. We urge you to pass these changes as soon as possible so we can focus on larger changes that are needed to address this crisis that impacts our entire community.

Sincerely,

The Spokane Regional Continuum of Care

CC:

Steve McDonald, City of Spokane
Spencer Gardner, City of Spokane

From: [Gardner, Spencer](#)
To: [Beck, Amanda](#); [Churchill, Jackie](#); [Gwinn, Nathan](#)
Subject: FW: Comments on Code Amendments
Date: Wednesday, May 4, 2022 3:59:42 PM
Attachments: [Building Site Coverage in RSF Limits ADU Development.pdf](#)

New comment for the public record. Another one to follow.

Spencer Gardner | Director | Planning Services
 Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

From: Jim Frank <jfrank@greenstonehomes.com>
Sent: Wednesday, May 4, 2022 1:01 PM
To: Gardner, Spencer <sgardner@spokanecity.org>
Cc: Ben Stuckart <benstuckart@gmail.com>; Michelle Pappas <michelle@futurewise.org>; Darin Watkins <dwatkins@spokanerealtor.com>
Subject: Comments on Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Spencer Gardner and Plan Commission:

I am very interested in the code amendments necessary to encourage infill development, having been involved in these efforts for more than 10 years.

I regrettably will not be able to testify in person as I have a hearing before the NPAC committee this afternoon at the same time as the Plan Commission public hearing.

These are complex matters and it is discouraging that so little time is being allowed between the finalization of the staff and Commission recommendations and the notice provided to the public. It is also discouraging that these changes are being made without any outreach to the architects, developers and contractors who will have to navigate the code and are familiar with the restrictions that are limiting infill development in the community.

In general I assume the purpose of the recommended changes is to significantly increase infill development in the community. In order for this to be achieved two things will be necessary: First, the regularity framework must be simple, clear and understandable to those looking to make infill investment. Lack of clarity and uncertainty will discourage investment more often than the actual code substance. Second, the code must “encourage” the investment you desire not merely “permit” the investment. These are very different. While I understand this is the beginning of a process and that change will be incremental, What is being proposed in these current changes fall short on both counts.

I am fully supportive of the recommendation to do away with the lot transition rules. This is long overdue. The worst part of the rules is not the substance (this will probably not impact more than about 10 units per year), but the message that it sends that “small homes on small lots” are a

problem that needs to be avoided and the code is here to protect you. This message is not only blatantly false, but enables structural inequality in housing policy.

The proposed changes around short plats, ADU development and attached housing fall very short of what is necessary.

Short Plats: The changes being proposed add to the complexity of the regulatory framework. The process for exempting 2 lot short plat from the public notice requirement is simply not worth the effort and complexity it entails. It is far more effective to simply make a short plat a Type I permit (rather than Type II). This avoids the public notice requirement and it significantly reduces the fees. If the short plat requires SEPA then a SEPA public notice maybe required, which is a separate and normal process. A Type I permits still has engineering review where required. What is being proposed is simply not worth the effort and will not benefit more than a small number of projects. RCW 58.17 allows jurisdictions to adopt a streamlined process for short plats. The danger of adopting what has been proposed is that it will close the door to the real and necessary changes that are required.

ADU Development: While some of the changes proposed for ADU development are beneficial (removal of the occupancy requirement), in total the regulation is overly complex and confusing. The biggest deterrent is building site coverage. The building site coverage in the Spokane SMC is by far the most restrictive in the region. In most instances common development of a home and garage will push up against the site development standards. This is illustrated in the attached exhibit. In nearly all cases there is no “excess building site coverage” available for ADU development. In realty you need a small house on a larger lot to have available site coverage for a 600-800SF ADU. While the new code amendments allow 15% to 20% site coverage for an ADU, that is very misleading. The total of the house, garage and ADU still have to meet to code site coverage which is very restrictive. You can see on the exhibit that a small 1500SF 3 bedroom house on a 5000 SF lot will have a site coverage of 39.6%. The total allowable site coverage on a 5000SF lot is 45%, insufficient for an ADU. For this to work the site coverage in table SMC 17C.110-3 needs to be amended to 55% as a minimum. That would be consistent with Spokane County and the City of Spokane Valley. The FAR standards add even more confusion. An FAR of .5 is ridiculously low for infill development which often requires two or three level development on small lots. It is far simpler to make the changes to FAR on Table SMC 17C.110-3 applicable to all development. Other jurisdictions have greatly simplified the process around ADU development. Spokane needs to do the same.

Attached Housing: There are lots of nice words about allowing more attached units without going through a PUD, however you are still required to meet all of the standards in Table SMC 17C.110-3. Attached housing is not possible without revision of the lot size, lot dimensional standards, site coverage, and FAR standards. These are not addressed in any way. It is misleading to say attached housing is being allowed without the required changes to the development standards necessary for such development to occur. For example, an interior townhome unit would like require a lot size as 1500 SF, lot width of 16 feet, site coverage of 80% and FAR of 1.0. The attached housing you see happening in Kendall Yards is possible only because we received a PUD approved that exempts us from nearly all of the development standards in Table 17C.110-3.

I am all in favor of incremental approach to code development, however when we undertake revision in a narrow area we need to address it in the best long term manner.

Thanks, Jim

Building Site Coverage in RSF Limits ADU Development

Lot Size	House, SF	Garage, SF	ADU, SF	Total Building Coverage, SF	Building Coverage, %, w/ADU	Building Coverage%.W/O add
3000	1000	320	600	1920	64%	44.0%
4350	1300	400	600	2300	52.9%	39.1%
5000	1500	480	600	2580	51.6%	39.6%
			800	2780	55.6%	
6000	1750	625	600	2975	49.6%	39.6%
			800	3175	52.9%	
7000	2000	750	600	3350	47.9%	39.3%
			800	3550	50.7%	
						Spokane County Building Site Coverage
						Spokane Valley Building Site Coverage

Lot Size	Permitted Site Coverage
3000	1500.0
	50.0%
4350	2006.3
	46.1%
5000	2250.0
	45.0%
6000	2600
	43.3%
7000	2950.0
	42.1%
	55.0%%
	50% (8du/acre) and 60% (10du/acre)

From: [Gardner, Spencer](#)
To: [Beck, Amanda](#); [Churchill, Jackie](#); [Gwinn, Nathan](#)
Subject: FW: Comments on Code Amendments
Date: Wednesday, May 4, 2022 4:00:17 PM
Attachments: [Building Site Coverage in RSF Limits ADU Development.pdf](#)

Follow up comment.

Spencer Gardner | Director | Planning Services
 Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

From: Darin Watkins <DWatkins@spokanerealtor.com>
Sent: Wednesday, May 4, 2022 1:22 PM
To: Jim Frank <jfrank@greenstonehomes.com>
Cc: Gardner, Spencer <sgardner@spokanecity.org>; Ben Stuckart <benstuckart@gmail.com>; Michelle Pappas <michelle@futurewise.org>
Subject: Re: Comments on Code Amendments

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Jim, we could not be more in support of your position. In order to facilitate more housing, we need to keep these amendments and changes as simple as possible. Many of the changes are needed to stay within the guidelines of state law.

There are many new and very reasons to be talking about infill, ADU's and other needs. Underlying it all, is the tremendous need for housing that overrides so many of our conversations. We must do everything we can as quickly as we can to relieve the suffering for so many

Darin Watkins

Government Affairs Director
 Spokane Association of REALTORS®
 P: [509\) 326-9222 ext. 203](tel:5093269222)

On May 4, 2022, at 4:01 PM, Jim Frank <jfrank@greenstonehomes.com> wrote:

Spencer Gardner and Plan Commission:

I am very interested in the code amendments necessary to encourage infill development, having been involved in these efforts for more than 10 years. I regrettably will not be able to testify in person as I have a hearing before the NPAC committee this afternoon at the same time as the Plan Commission public hearing.

These are complex matters and it is discouraging that so little time is being allowed between the finalization of the staff and Commission recommendations and the notice provided to the public. It is also discouraging that these changes are being made without any outreach to the architects, developers and contractors who will have to navigate the code and are familiar with the restrictions that are limiting infill development in the community.

In general I assume the purpose of the recommended changes is to significantly increase infill development in the community. In order for this to be achieved two things will be necessary: First, the regularity framework must be simple, clear and understandable to those looking to make infill investment. Lack of clarity and uncertainty will discourage investment more often than the actual code substance. Second, the code must “encourage” the investment you desire not merely “permit” the investment. These are very different. While I understand this is the beginning of a process and that change will be incremental, What is being proposed in these current changes fall short on both counts.

I am fully supportive of the recommendation to do away with the lot transition rules. This is long overdue. The worst part of the rules is not the substance (this will probably not impact more than about 10 units per year), but the message that it sends that “small homes on small lots” are a problem that needs to be avoided and the code is here to protect you. This message is not only blatantly false, but enables structural inequality in housing policy.

The proposed changes around short plats, ADU development and attached housing fall very short of what is necessary.

Short Plats: The changes being proposed add to the complexity of the regulatory framework. The process for exempting 2 lot short plat from the public notice requirement is simply not worth the effort and complexity it entails. It is far more effective to simply make a short plat a Type I permit (rather than Type II). this avoids the public notice requirement and it significantly reduces the fees. If the short plat requires SEPA then a SEPA public notice maybe required, which is a separate and normal process. A Type I permits still has engineering review where required. What is being proposed is simply not worth the effort and will not benefit more than a small number of projects. RCW 58.17 allows jurisdictions to adopt a streamlined process for short plats. The danger of adopting what has been proposed is that it will close the door to the real and necessary changes that are required.

ADU Development: While some of the changes proposed for ADU development are beneficial (removal of the occupancy requirement), in total the regulation is overly complex and confusing. The biggest deterrent is building site coverage. The building site coverage in the Spokane SMC is by far the most restrictive in the region. In most instances common development of a home and garage will push up against the site development standards. This is illustrated in the attached exhibit. In nearly all cases

there is no “excess building site coverage” available for ADU development. In reality you need a small house on a larger lot to have available site coverage for a 600-800SF ADU. While the new code amendments allow 15% to 20% site coverage for an ADU, that is very misleading. The total of the house, garage and ADU still have to meet to code site coverage which is very restrictive. You can see on the exhibit that a small 1500SF 3 bedroom house on a 5000 SF lot will have a site coverage of 39.6%. The total allowable site coverage on a 5000SF lot is 45%, insufficient for an ADU. For this to work the site coverage in table SMC 17C.110-3 needs to be amended to 55% as a minimum.

That would be consistent with Spokane County and the City of Spokane Valley. The FAR standards add even more confusion. An FAR of .5 is ridiculously low for infill development which often requires two or three level development on small lots. It is far simpler to make the changes to FAR on Table SMC 17C.110-3 applicable to all development. Other jurisdictions have greatly simplified the process around ADU development. Spokane needs to do the same.

Attached Housing: There are lots of nice words about allowing more attached units without going through a PUD, however you are still required to meet all of the standards in Table SMC 17C.110-3. Attached housing is not possible without revision of the lot size, lot dimensional standards, site coverage, and FAR standards. These are not addressed in any way. It is misleading to say attached housing is being allowed without the required changes to the development standards necessary for such development to occur. For example, an interior townhome unit would like require a lot size as 1500 SF, lot width of 16 feet, site coverage of 80% and FAR of 1.0. The attached housing you see happening in Kendall Yards is possible only because we received a PUD approved that exempts us from nearly all of the development standards in Table 17C.110-3.

I am all in favor of incremental approach to code development, however when we undertake revision in a narrow area we need to address it in the best long term manner.

Thanks, Jim

Building Site Coverage in RSF Limits ADU Development

Lot Size	House, SF	Garage, SF	ADU, SF	Total Building Coverage, SF	Building Coverage, %, w/ADU	Building Coverage%.W/O add
3000	1000	320	600	1920	64%	44.0%
4350	1300	400	600	2300	52.9%	39.1%
5000	1500	480	600	2580	51.6%	39.6%
			800	2780	55.6%	
6000	1750	625	600	2975	49.6%	39.6%
			800	3175	52.9%	
7000	2000	750	600	3350	47.9%	39.3%
			800	3550	50.7%	
						Spokane County Building Site Coverage
						Spokane Valley Building Site Coverage

Lot Size	Permitted Site Coverage
3000	1500.0
	50.0%
4350	2006.3
	46.1%
5000	2250.0
	45.0%
6000	2600
	43.3%
7000	2950.0
	42.1%
	55.0%%
	50% (8du/acre) and 60% (10du/acre)

Beck, Amanda

From: Beck, Amanda
Sent: Wednesday, May 11, 2022 9:11 AM
To: Carol Tomsic
Cc: Gwinn, Nathan
Subject: RE: Plan Commission Hearing 5/11/22 on Phase One Residential Development Code

Hi Carol,

Thank you for providing public comment on proposed revisions to short plat notifications that are a part of [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission for tonight's public hearing.

In case you need it, you can find tonight's meeting information on the [Plan Commission webpage](#), which will be held as a hybrid in-person and virtual meeting. The public hearing starts at 4:00 pm.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Carol Tomsic <carol_tomsic@yahoo.com>
Sent: Tuesday, May 10, 2022 11:13 PM
To: Plan Commission <eraplanc@spokanecity.org>
Cc: Gwinn, Nathan <ngwinn@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>; Marilyn <mdlloyd@comcast.net>; Mary Winkes - Manito/Cannon Hill <mmcsपो@yahoo.com>
Subject: Plan Commission Hearing 5/11/22 on Phase One Residential Development Code

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Comment on the proposed changes to the Short Plat Application Process

I request the city retain the notice of application for short plats that create only two lots, or for short plats with only minor engineering review.

Our neighborhood has lots that are undeveloped and forested.

The current short plat process notification allows our neighborhood to preserve any historic significance on proposed short plats, including historically walked across trails. A 400 feet notification, without any other notification to residents within the area, may result in a loss of an opportunity to protect a feature on lots during the short plat process.

And, the current short plat process prepares our residents for the proposed code amendments changes that may occur on a lot afterwards.

Thank you
Carol Tomsic
resident

Beck, Amanda

From: Planning Services Development Code
Sent: Wednesday, May 11, 2022 9:07 AM
To: Matt Side
Cc: Gwinn, Nathan
Subject: RE: Public Comment Spokane City Plan Commission hearing scheduled for 4 p.m. May 11, 2022,

Hi Matt,

Thank you for providing public comment on proposed revisions to residential code related to the project [Shaping Spokane Housing](#). Your email is now part of the public record for the project, and will be shared with the Plan Commission for tonight's public hearing, and also the future hearing for the remaining code topics.

If you're interested, you can find tonight's meeting information on the [Plan Commission webpage](#), which will be held as a hybrid in-person and virtual meeting.

Draft code for attached homes and duplexes are not currently scheduled for public hearing, but we will notify the email list once we have a date for those topics.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Matt Side <matt@evoreal.com>
Sent: Tuesday, May 10, 2022 8:24 AM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: Public Comment Spokane City Plan Commission hearing scheduled for 4 p.m. May 11, 2022,

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello My Name is Matt Side. I am a life long resident of Spokane. I am in favor of the proposed changes the Spokane City Plan Commission is considering when it comes to accessory dwelling units and lot size transition. One of the challenges that I think most of us are very aware of is a tight housing supply making it more and more difficult for home purchasers and tenants. I appreciate the Spokane City Council and the Spokane City Plan Commission reaching out to other communities that have gone before us in creating housing opportunity. As I write this comment I am sitting at my brothers apartment in Columbia City just south of Seattle. Ten years ago this was considered a very rough part of Seattle. However, as they have allowed mixed use and stacked flat development it has quickly become a desirable place to live. It is critical to our growth as a community to create neighborhood havens that encourage reinvestment into our local economy. Townhomes, stacked flats, and Accessory Dwelling Units with fewer restrictions in addition to investing in our smaller neighborhood commercial zones will open up housing accessibility and encourage people to stay in their communities and not always have to drive across town for the services they need. The state of Washington legislature was unable this last session to pass a missing middle housing bill which was intended to help solve so many of these issues. That inability to take action at the state level reinforces the need for the local governments to make adjustments

to zoning and building regulations that allow us to leverage the property we have inside the city instead of continuing to sprawl outward. Thank you for considering these changes to Spokane.

Matt Side

509-220-3961 Cell

509-747-1101 X 3 Office

509-271-0037 Fax

matt@evoreal.com



**Spokane Tribe of Indians
Tribal Historic Preservation Officer**

P.O Box 100 Wellpinit WA 99040

April 5, 2022

To: Amanda Beck, Planner II

**RE: Shaping Spokane Housing Residential Development Code Amendments for
Accessory Dwelling units, Lots Size Transition and Short Plats**

Ms. Beck,

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.

As you know that the Spokane Tribe use of these area's was extensive in years prior to arrival of euro- Americans clearly the Spokane area was a great place of cultural and economic importance to our tribe an research and plan early.

Recommendation: Case by Case review on each project and may require cultural surveys or monitoring.

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 in protecting our shared heritage.

If questions arise, please contact me at (509) 258 – 4222.

Regards,

Randy Abrahamson
Tribal Historic Preservation Officer (T.H.P.O.)



STREET DEPARTMENT
901 N. NELSON ST.
SPOKANE, WASHINGTON
99202-3769
509.232.8800
FAX 509.232.8830

E-2

DATE: April 12th, 2022
TO: Amanda Beck, Development Services
FROM: Bobby Halbig, Street Department
SUBJECT: Plan Review
PROJECT #: Residential Dev Code Amendments

We have reviewed the amendments and have the following comment(s).

General

- 1 They need to evaluate the impact of smaller lot size on the ability to accommodate driveways, tree requirements and signing.
- 2 17C.300.130.A5.2(b) needs to say that no additional off street parking as long as on street parking is available on both sides of the street according to 17H.010.120.

Val Melvin, P.E.

Gerald Okihara, P.E.

Ken Knutson, P.E.

Marcus Eveland

From: [Studer, Duane](#)
To: [Gardner, Spencer](#); [Beck, Amanda](#); [Nilsson, Mike](#)
Cc: [Morris, Mike](#); [Hanson, Rich](#); [Saywers, John](#); [Brown, Eldon](#); [Gwinn, Nathan](#); [Black, Tirrell](#)
Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)
Date: Tuesday, May 3, 2022 4:26:59 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Thanks All.

I just wanted to understand the change from quantitative to qualitative language. Perhaps adding “parcels with utility mains frontage” or “parcels with direct water and sewer main frontage” would be more clear.

Much Obligated,
 Duane.

From: Gardner, Spencer <sgardner@spokanecity.org>
Sent: Tuesday, May 3, 2022 9:35 AM
To: Beck, Amanda <abeck@spokanecity.org>; Nilsson, Mike <mnilsson@spokanecity.org>; Studer, Duane <dstuder@spokanecity.org>
Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>; Gwinn, Nathan <ngwinn@spokanecity.org>; Black, Tirrell <tblack@spokanecity.org>
Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Hi all. I agree with the previous replies. Just wanted to reiterate that the “minor engineering review” category is ultimately just a method for charging different fees and imposing different noticing requirements. The process for engineering review will be unchanged.

Spencer Gardner | Director | Planning Services
 Office 509-625-6097 | Mobile 509-723-7554 | my.spokanecity.org

From: Beck, Amanda <abeck@spokanecity.org>
Sent: Tuesday, May 3, 2022 8:35 AM
To: Nilsson, Mike <mnilsson@spokanecity.org>; Studer, Duane <dstuder@spokanecity.org>
Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>; Gardner, Spencer <sgardner@spokanecity.org>; Gwinn, Nathan <ngwinn@spokanecity.org>; Black, Tirrell <tblack@spokanecity.org>
Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Duane,

I attached the updated text (see Option 17G.2 on page 18-19), which Mike explained the logic behind. We drafted the new text to align with the internal review process for “easy” short plats that didn’t need to extend ROW/water/sewer/other utilities/easements versus those that require multiple reviews and require more staff time. So, we tried to create text that reflected actual processes.

Hope that addresses your questions, if not please let me know.

Thanks,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



FIND US



LIKE US



FOLLOW US

From: Nilsson, Mike <mnilsson@spokanecity.org>

Sent: Tuesday, May 3, 2022 7:03 AM

To: Studer, Duane <dstuder@spokanecity.org>; Beck, Amanda <abeck@spokanecity.org>

Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>

Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Eldon and I have been talking with Long Range Planning, the lots defined as requiring minor engineering review are those that have sewer/water mains currently adjacent to them (i.e., no main extensions required, utility easements proposed, etc.). The idea is for those parcels with standard service connections, the process can be streamlined from the engineering side. Everything else will follow our current review process.

Hope that helps clarify.

From: Studer, Duane <dstuder@spokanecity.org>

Sent: Monday, May 02, 2022 5:29 PM

To: Beck, Amanda <abeck@spokanecity.org>; Nilsson, Mike <mnilsson@spokanecity.org>

Cc: Morris, Mike <mmorris@spokanecity.org>; Hanson, Rich <rahanson@spokanecity.org>; Saywers, John <jsaywers@spokanecity.org>

Subject: RE: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions (sewer comment)

Amanda / Mike,

1. How does the “minor engineering review” in the proposed changes get quantified so that the level of effort and time to review for utilities is assessed?
2. Would there still be normal internal review time (e.g. for side sewers, water services, etc.)?

Duane.

pattern.

- Short Plat Notification
 - Notification and commenting requirements for short subdivisions would be streamlined to reduce the cost and time associated with short subdivisions.
 - For developments creating ~~only two lots~~ the requirement to send a notice of application, complete a site posting, and hold a public comment period would be removed.
 - For developments creating ~~three to nine lots~~ the requirement to send a notice of application and hold a public comment period would be retained, but the site posting requirement would be removed.

lots with minor
engineering review,

lots subject to
standard
engineering review
or SEPA,

From: Churchill, Jackie <jchurchill@spokanecity.org>

Sent: Wednesday, April 27, 2022 8:56 AM

Subject: NonProject DNS For Shaping Spokane Housing - Residential Development Code Revisions

Good Morning,

Please find attached the NonProject Determination of NonSignificance and SEPA checklist for the following proposal:

Proposal Name: Shaping Spokane Housing – Residential Development Code Revisions

Site Address: Citywide

Please direct any questions or comments to Assistant Planner II, Amanda Beck at abeck@spokanecity.org.

Thank you,



Jackie Churchill | Planning & Economic Development Services | Clerk III
509.625.6986 | fax 509.625.6013 | jchurchill@spokanecity.org



LAND USE GOAL LU 1 – CITYWIDE LAND USE.

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.

Land Use Policy 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.

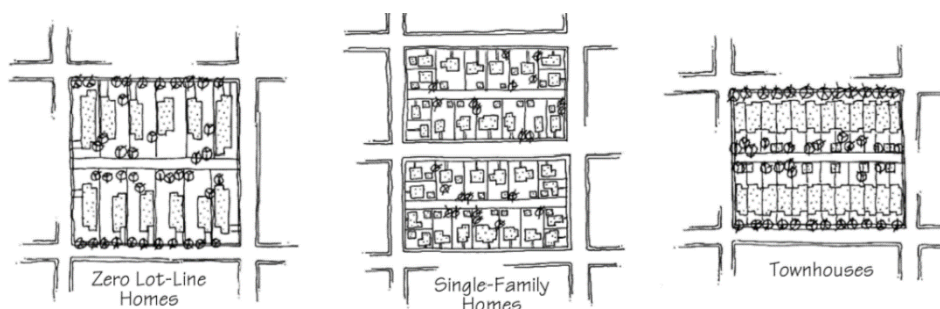
A coordinated system of open space, nature space, parks, and trails should be furnished with a neighborhood park within walking distance or a short transit ride of all residences. A readily accessible elementary school should be available for neighborhood children. Neighborhood streets should be narrow 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.

LAND USE GOAL LU 3 – EFFICIENT LAND USE.

Promote the efficient use of land by the use of incentives, density and mixed-use development in proximity to retail businesses, public services, places of work, and transportation systems.

Land Use Policy LU 3.6 – Compact Residential Patterns. *Allow more compact and affordable housing in all neighborhoods, in accordance with design guidelines.*

Discussion: Compact and affordable housing includes such choices as townhouses, accessory dwelling units (granny flats), live-work housing, triplexes, zero-lot line, starter, small-lot, and row houses.



HOUSING GOAL H 1 – HOUSING CHOICE AND DIVERSITY.

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.

Housing Policy 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.

Housing Policy 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.

Housing Policy H 1.20 – Accessory Dwelling Units. Allow one accessory dwelling unit as an ancillary use to single-family homes in all designated residential areas as an affordable housing option.

Discussion: Accessory dwelling units (ADUs) increase the amount and variety of available affordable housing. Increasing the variety of housing can help to satisfy changing family needs and the trend of smaller households. ADUs help provide an avenue for seniors, single parents, and families with grown children to remain in their homes and neighborhoods while obtaining extra income, security, companionship and services. Often ADUs allow a more efficient use of existing housing and infrastructure.

Accessory dwelling units should be built in a manner that does not adversely affect the neighborhood. They should be designed to be physically and visually compatible with surrounding structures.

CAPITAL FACILITIES AND UTILITIES GOAL CFU 4 – SERVICE PROVISION

Provide public services in a manner that facilitates efficient and effective delivery of services and meets current and future demand.

Capital Facilities and Utilities Policy CFU 4.1 – Compact Development. *Promote compact areas of concentrated development in designated centers to facilitate economical and efficient provision of utilities, public facilities, and services.*

Discussion: Infill and dense development should be encouraged where excess capacity is available since compact systems are generally less expensive to build and maintain.

Comment Log and Public Comments

Substantive Public Comments Received After May 11 Plan Commission - Updated 06/06/2022

	Date	Name	Topic(s)	Page
1	5/12/2022	Joan Hunt	STR, Other	2
2	5/20/2022	Jim Haines	Attached homes, Duplexes	20
3	5/28/2022	Shari Mcevoy	ADUs	22
4	5/30/2022	Carol Tomsic	Short Plat notification	24

Beck, Amanda

From: Beck, Amanda
Sent: Thursday, May 12, 2022 12:29 PM
To: Joan Hunt
Subject: RE: Support for short term housing changes

Hi Joan,

Thank you for providing public comment in support of short-term rental code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be included with the staff report to Plan Commission when a public hearing is scheduled.

You very thoughtfully lay out the complications of being a community landlord, and how the Covid pandemic impacted our housing market the past two years. We appreciate your perspective on this issue as we haven't heard as much on this topic from landlords.

Right now the draft code is in a sort of holding pattern, as we've heard a lot of push back from the public over concerns this is expanding a use that is negatively impacting the housing supply. The City is working to come up with additional draft code options that might address these concerns. Once we have additional options we would take them back to Plan Commission to workshop the language before the public hearing process. To help inform the workshop, we'll include comments received to date about short-term rentals to aid the Plan Commission in discussion on additional language.

Thanks for your investment and time as a landlord in Spokane.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II
509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Thursday, May 12, 2022 9:39 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Support for short term housing changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, Amanda.

We are writing as property owners who are in support of allowing short term housing in areas of Spokane that are currently zoned commercial or carry other zoning designations where residential housing can occur or is currently occurring. Our property is one 8-unit, mid-century apartment building on the lower South Hill. We also co-own one short term condo unit in

a residential area. We do not fall into the category of a home-owner with a single room to rent, nor a "big corporate Airbnb" investment operator seeking to set up tens or hundreds of units in the downtown core. We are neither a solution to homelessness nor a threat to hotels.

Over the last years of the pandemic, property owners, particularly those of us who are small business owners and have a single apartment building with fewer than 10 units, have been hit very hard with the burden of supporting our citizens who are renters by keeping them housed and preventing more homelessness. The state's more than 20-month long rent moratorium, along with the post-pandemic RCW's governing how we may manage our property have left many of us with increased debt, damaged property, lost revenue, legal debt, and now, post-moratorium, the costs of repairing damaged units, or simply doing deferred maintenance on our property during a very high inflationary period. (This, of course, is one reason rents have gone up again...our cost of business has gone up as well.)

Allowing short term housing in a building such as ours that is currently zoned Commercial/RO, would have zero negative impact on our neighborhood, where the bulk of other buildings are also residential units (including one large SNAP apartment building across the street) and allow us to create even more positive impact. Unlike long-term rentals, short term housing allows us to better maintain our property, monitor the use and safety of our units, keep safety risks and damage to a minimum, and actually improve the surrounding neighborhood. We know what it takes to run our business and we feel we should have the ability to decide if short term units would help us, and how many we would need to incorporate in our building to gain that benefit.

Long term residential property management always has challenges, but became particularly difficult during the pandemic. 2 of 8 units in our building housed tenants who stopped paying rent, didn't apply for rent relief, damaged our property, and posed safety risks to others in the building and the construction workers employed on a building renovation next to our property. However, because of the prevailing state moratorium, we could not get an attorney to take our case in order to evict these tenants and even if we could have retained someone, we were told the timeline for the process would be very costly and take about 6 months if they were successful. (These were not frivolous cases; in one case, a gun was fired on two occasions on the property, and in the other, a worker was physically assaulted by our tenant, charges were pressed, and the police took the tenant to jail.) We lost other tenants in our building because of these 2 people, and when we finally were able to get the difficult tenants to vacate, we found thousands of dollars in damage in their units. (Including one broken brand new window; because of supply shortages, we had to wait 3 months just to receive the glass to repair it, which of course meant we had more lost revenue with an empty unit.) We were unable to recover any of the lost rent because the tenants moved, so we didn't qualify for any programs that were available for rent recovery. **This is just one story, but there are many like this from other owners as well.**

Short term housing can be a way for us to supplement our income to support our properties. I am not talking about drastically increasing our monthly personal income from this, I am speaking

about the need for income to simply maintain and pay our bills in order to hold on to our property. Yes, down the road we hope this increased income will become a retirement income, but still very modest by many standards. But what crime is in that - that is, to be responsible for one's own future by maintaining a small, high-quality business?

The State and City continually characterize the disease of homelessness as one that residential rental property owners somehow are responsible for curing, and now the City Council is apparently getting lots of input from those who advocate for the unhoused that changing short term rules will create even more problems, and that it shouldn't be allowed or at least should be heavily restricted or taxed even more. Selecting an arbitrary number of allowed short-term rental units in a building, or increasing fees to implement short term housing in the same, suggests that those making the rules have any idea of the economics of owning and managing a property. The intent of the State, and now our City Council, to lay the burden of homelessness at our feet is unconscionable. This problem has been around and growing since the financial crisis of 2008. Even though Spokane offers an incredible number of support options for homeless individuals, the fact that the City hasn't, even with all the non-profits, been able to come up with viable, LONG-TERM solutions to this issue, is no reason to turn to small property owners to take this burden from them. And it is farce to believe that the problem simply stems from a lack of housing. Restricting short term rentals, and increasing costs for property owners who choose this option is NOT the solution to this complex problem. Recognition is never given to the positive advantages that good quality, long and short-term housing provides in our area.

As small business owners with rental property, we create local jobs. We hire local, independant cleaners for cleaning our properties, and pay them more than twice the current minimum wage. We treat them with respect, we help them grow their businesses, (many are younger moms who want to create their own small businesses), and help them grow their hard and soft professional skills. We hire local companies to renovate and repair our property, we use a local professional property manager, and we hire a small painting company owned by a senior to do our painting (and all this at prevailing wages). We keep our property in excellent condition, it is safe, clean and monitored by us daily and we live nearby so we respond to any needs very quickly. We pay taxes, we give back to our community through charitable giving, and we spend our dollars locally with other small businesses in Spokane. We do our exterior property upkeep (lawn upkeep, snow removal, landscaping, cleaning up parking areas etc) ourselves and hire our high school aged niece and nephew to help us. We also co-own one short term condo rental unit in a residential area, and we do the same for that business. And in all this, we also pay our utility bills, our mortgages, our property taxes and for the short term rental, our city lodging and business taxes. Anyone who thinks that small business owners are lining their pockets with this work, has either never had the opportunity to talk with an owner or do this work themselves. I also challenge anyone to suggest that we tell grocery store owners, lawyers, retailers, restaurant owners or other small business owners that they have to be taxed more or limited in how they do their work because homeless persons need food, clothing and legal representation, and therefore these business owners must take on the weight of this problem.

The need for shorter term housing is real; traveling professionals doing contract work, entertainers who come to present the Best of Broadway series, families going through divorce needing housing, persons traveling to Spokane for medical care or visiting loved ones in the hospital, small groups or families traveling together, and travelers coming to spend money on tourism activities in our city are just some examples of people who want and need housing options. Hotels do not provide for the needs of every group. **And for what it may be worth, the taxes short term operators pay to the City are not insignificant.** It is not easy work, but it is satisfying to provide quality housing, to represent our city well, and improve our neighborhoods by our investment in them. We are not the terrible people we are often made out to be in news stories, nor are we mega landlords or absentee owners. (However, many local owners who were forced to sell their small rental properties during the pandemic, did indeed sell to cash investors from out of town...another sad loss created by the State, by legally binding property owners to subsidize non-paying tenants while offering no immediate balance of relief to owners, resulting in property owners who could not pay their bills being forced to sell.)

So often, property owners are cast as terrible "landlords" or "slum lords" while the homeless are cast as victims who have only come to their sad fate through no fault of their own; this is unfair to both groups, as both are diverse groups of individuals with varied needs and desires. This "good people, bad people" dynamic is simply an old trope that doesn't stand up and it is frustrating to read newspaper stories that represent such simplistic images. Of course it sells papers and makes the City look good to continue to engage in these myths (the latest story in The Inlander and quotes by Council President Beggs and Council Member Lori Kinnear are perfect examples). But the truth is that limiting short term housing, or increasing costs to those of us small owners who want to engage in it, is not a solution.

Obviously, we are in favor of expanding and modernizing the rules of short term housing. Please recognize that this method of housing is needed, it is a help to small business owners like we are, it supports investment in our local community, and it fills a need that does not exist in long term housing or hotels.

The changes brought into play by the pandemic have and will continue to shape the way people live, and it would benefit our community to recognize the larger narrative of how and why that is happening, in order to recognize the value and opportunity available in expanding short term housing options. This needs to happen concurrent with, but not as a threat to devising real, long term solutions to this problem of under housed people. We feel sure there is enough intelligence and imagination in our community to make this happen in the form of a win-win situation.

Thank you for your work on these changes; in our two conversations with individuals in the City Planning Department, we are encouraged by the level of thoughtful, intelligent work that has been done by your department to move this issue forward.

Respectfully,
Joan and Craig Hunt
Spokane

Beck, Amanda

From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Thursday, May 12, 2022 12:44 PM
To: Beck, Amanda
Subject: Re: Support for short term housing changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Thanks so much, Amanda.

I'm more than willing to contribute anything more if I can; I know this is challenging and efforts are being made to try to address many needs and concerns at once.

I have genuine concern that statements such as those made by Lori Kinnear and Breann Beggs in the recent Inlander article contribute to the public's perception that short term housing use is negatively impacting the local housing supply. Especially "affordable" housing, which is a topic that is in itself complex and I would venture to guess, most of the public does not understand in it's true definition as outlined by HUD.

I am also very concerned that our leadership seems ill-informed as well, and I am writing to Council President Beggs and Members Kinnear and Wilkerson, who are in my district, in an effort to provide my perspective as a small business and rental property owner.

Thank you for your work; I appreciate it as well as your communication.

Sincerely,
Joan

On Thu, May 12, 2022 at 12:29 PM Beck, Amanda <abeck@spokanecity.org> wrote:

Hi Joan,

Thank you for providing public comment in support of short-term rental code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be included with the staff report to Plan Commission when a public hearing is scheduled.

You very thoughtfully lay out the complications of being a community landlord, and how the Covid pandemic impacted our housing market the past two years. We appreciate your perspective on this issue as we haven't heard as much on this topic from landlords.

Right now the draft code is in a sort of holding pattern, as we've heard a lot of push back from the public over concerns this is expanding a use that is negatively impacting the housing supply. The City is working to come up with additional draft code options that might address these concerns. Once we have additional options we would take them back to

Plan Commission to workshop the language before the public hearing process. To help inform the workshop, we'll include comments received to date about short-term rentals to aid the Plan Commission in discussion on additional language.

Thanks for your investment and time as a landlord in Spokane.

Thank you,

Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | *main* 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Thursday, May 12, 2022 9:39 AM
To: Beck, Amanda <abeck@spokanecity.org>
Subject: Support for short term housing changes

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello, Amanda.

We are writing as property owners who are in support of allowing short term housing in areas of Spokane that are currently zoned commercial or carry other zoning designations where residential housing can occur or is currently occurring. Our property is one 8-unit, mid-century apartment building on the lower South Hill. We also co-own one short term condo unit in a residential area. We do not fall into the category of a home-owner with a single room to rent, nor a "big corporate Airbnb" investment operator seeking to set up tens or hundreds of units in the downtown core. We are neither a solution to homelessness nor a threat to hotels.

Over the last years of the pandemic, property owners, particularly those of us who are small business owners and have a single apartment building with fewer than 10 units, have been hit very hard with the burden of supporting our citizens who are renters by keeping them housed and preventing more homelessness. The state's more than 20-month long rent moratorium, along with the post-pandemic RCW's governing how we may manage our property have left many of us with increased debt, damaged property, lost revenue, legal debt, and now, post-moratorium, the costs of repairing damaged units, or simply doing deferred maintenance on our property during a very high inflationary period. (This, of course, is one reason rents have gone up again...our cost of business has gone up as well.)

Allowing short term housing in a building such as ours that is currently zoned Commercial/RO, would have zero negative impact on our neighborhood, where the bulk of other buildings are also residential units (including one large SNAP apartment building across the street) and allow us to create even more positive impact. Unlike long-term rentals, short term housing allows us to better maintain our property, monitor the use and safety of our units, keep safety risks and damage to a minimum, and actually improve the surrounding neighborhood. We know what it takes to run our business and we feel we should have the ability to decide if short term units would help us, and how many we would need to incorporate in our building to gain that benefit.

Long term residential property management always has challenges, but became particularly difficult during the pandemic. 2 of 8 units in our building housed tenants who stopped paying rent, didn't apply for rent relief, damaged our property, and posed safety risks to others in the building and the construction workers employed on a building renovation next to our property. However, because of the prevailing state moratorium, we could not get an attorney to take our case in order to evict these tenants and even if we could have retained someone, we were told the timeline for the process would be very costly and take about 6 months if they were successful. (These were not frivolous cases; in one case, a gun was fired on two occasions on the property, and in the other, a worker was physically assaulted by our tenant, charges were pressed, and the police took the tenant to jail.) We lost other tenants in our building because of these 2 people, and when we finally were able to get the difficult tenants to vacate, we found thousands of dollars in damage in their units. (Including one broken brand new window; because of supply shortages, we had to wait 3 months just to receive the glass to repair it, which of course meant we had more lost revenue with an empty unit.) We were unable to recover any of the lost rent because the tenants moved, so we didn't qualify for any programs that were available for rent recovery. This is just one story, but there are many like this from other owners as well.

Short term housing can be a way for us to supplement our income to support our properties. I am not talking about drastically increasing our monthly personal income from this, I am speaking about the need for income to simply maintain and pay our bills in order to hold on to our property. Yes, down the road we hope this increased income will become a retirement income, but still very modest by many standards. But what crime is in that - that is, to be responsible for one's own future by maintaining a small, high-quality business?

The State and City continually characterize the disease of homelessness as one that residential rental property owners somehow are responsible for curing, and now the City Council is apparently getting lots of input from those who advocate for the unhoused that changing short term rules will create even more problems, and that it shouldn't be allowed or at least should be heavily restricted or taxed even more. Selecting an arbitrary number of allowed short-term rental units in a building, or increasing fees to implement short term housing in the same, suggests that those making the rules have any idea of the economics of owning and managing a property. The intent of the State, and now our City Council, to lay the burden of homelessness at our feet is unconscionable. This problem has been around and growing since the financial crisis of 2008. Even though Spokane offers an incredible number of support options for homeless individuals, the fact that the City hasn't, even with all the non-profits, been able to come up with viable, LONG-TERM solutions to this issue, is no reason to turn to small property owners to take this burden from them. And it is farce to believe that the problem simply stems from a lack of housing. Restricting short term rentals, and increasing costs for property owners who choose this option is NOT the solution to this complex problem. Recognition is never given to the positive advantages that good quality, long and short-term housing provides in our area.

As small business owners with rental property, we create local jobs. We hire local, independent cleaners for cleaning our properties, and pay them more than twice the current minimum wage. We treat them with respect, we help them grow their businesses, (many are younger moms who want to create their own small businesses), and help them grow their hard and soft professional skills. We hire local companies to renovate and repair our property, we use a local professional property manager, and we hire a small painting company owned by a senior to do our painting (and all this at prevailing wages). We keep our property in excellent condition, it is safe, clean and monitored by us daily and we live nearby so we respond to any needs very quickly. We pay taxes, we give back to our community through charitable giving, and we spend our dollars locally with other small businesses in Spokane. We do our exterior property upkeep (lawn upkeep, snow removal, landscaping, cleaning up parking areas etc) ourselves and hire our high school aged niece and nephew to help us. We also co-own one short term condo rental unit in a residential area, and we do the same for that business. And in all this, we also pay our utility bills, our mortgages, our property taxes and for the short term rental, our city lodging and business taxes. Anyone who thinks that small business owners are lining their pockets with this work, has either

never had the opportunity to talk with an owner or do this work themselves. I also challenge anyone to suggest that we tell grocery store owners, lawyers, retailers, restaurant owners or other small business owners that they have to be taxed more or limited in how they do their work because homeless persons need food, clothing and legal representation, and therefore these business owners must take on the weight of this problem.

The need for shorter term housing is real; traveling professionals doing contract work, entertainers who come to present the Best of Broadway series, families going through divorce needing housing, persons traveling to Spokane for medical care or visiting loved ones in the hospital, small groups or families traveling together, and travelers coming to spend money on tourism activities in our city are just some examples of people who want and need housing options. Hotels do not provide for the needs of every group. **And for what it may be worth, the taxes short term operators pay to the City are not insignificant.** It is not easy work, but it is satisfying to provide quality housing, to represent our city well, and improve our neighborhoods by our investment in them. We are not the terrible people we are often made out to be in news stories, nor are we mega landlords or absentee owners. (However, many local owners who were forced to sell their small rental properties during the pandemic, did indeed sell to cash investors from out of town...another sad loss created by the State, by legally binding property owners to subsidize non-paying tenants while offering no immediate balance of relief to owners, resulting in property owners who could not pay their bills being forced to sell.)

So often, property owners are cast as terrible "landlords" or "slum lords" while the homeless are cast as victims who have only come to their sad fate through no fault of their own; this is unfair to both groups, as both are diverse groups of individuals with varied needs and desires. This "good people, bad people" dynamic is simply an old trope that doesn't stand up and it is frustrating to read newspaper stories that represent such simplistic images. Of course it sells papers and makes the City look good to continue to engage in these myths (the latest story in [The Inlander](#) and quotes by Council President Beggs and Council Member Lori Kinnear are perfect examples). But the truth is that limiting short term housing, or increasing costs to those of us small owners who want to engage in it, is not a solution.

Obviously, we are in favor of expanding and modernizing the rules of short term housing. Please recognize that this method of housing is needed, it is a help to small business owners like we are, it supports investment in our local community, and it fills a need that does not exist in long term housing or hotels.

The changes brought into play by the pandemic have and will continue to shape the way people live, and it would benefit our community to recognize the larger narrative of how and why that is happening, in order to recognize the value and opportunity available in expanding short term housing options. This needs to happen concurrent with, but not as a threat to devising real, long term solutions to this problem of under housed people. We feel sure there is enough intelligence and imagination in our community to make this happen in the form of a win-win situation.

Thank you for your work on these changes; in our two conversations with individuals in the City Planning Department, we are encouraged by the level of thoughtful, intelligent work that has been done by your department to move this issue forward.

Respectfully,

Joan and Craig Hunt

Spokane

Beck, Amanda

From: Joan Hunt <craigandjoanhunt@gmail.com>
Sent: Friday, May 13, 2022 3:21 PM
To: Beggs, Breean
Cc: Kinnear, Lori; Wilkerson, Betsy; Beck, Amanda; Gardner, Spencer
Subject: Re: Short Term Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good Morning, President Beggs.

Thank you for your reply. I am in agreement that updating the short term rental policies is necessary and I appreciate that all voices will be considered and I look forward to a possible forum.

With regard to your statement about other people just like me who say they see larger impact to adjoining properties - I'm not exactly sure what you mean by "just like me" since I am a property owner and I'm guessing that those who may complain of negative impacts are **not** the owners/operators of short term housing? For my part I can, without a doubt, say that the quality of my experience as an owner, and the safety and quality of life in my building as it relates to those who live there have improved with the addition of shorter term guests. There hasn't been any increase in vehicle traffic or number of people in my building, but the quality of guests are professional, quiet, and there with a specific purpose. They are courteous, follow our house rules, and express appreciation for having pleasant accommodations that suit their needs.

The fact that there are many single-family unregistered/unlicensed properties is interesting; I agree it needs to be remedied. If they are operating in residential zones that already have a pathway for registration, then I believe they should be enforced and I hope that is one area that could potentially be addressed right away, even prior to code changes.

I would not have an issue registering if I were allowed to have a short term unit in my zone, and since I am currently doing a monthly rental, I treat it as I do the long-term leases. However, because of the structure of the platform, we do pay all applicable short-term housing taxes to the city. If those unregistered residences were paying comparable taxes, would those funds, along (with all the other revenue from short-term rentals) be available to put toward your affordable housing fund?

Thanks again for your reply; I know this is a mult-faceted issue and I hope the solutions can address the needs of all.

Joan

On Fri, May 13, 2022 at 7:51 AM Beggs, Breean <bbeggs@spokanecity.org> wrote:

Thanks so much Joan. We are attempting to gather all the feedback from as many stakeholders as possible to guide as as we do what is best for the entire City. Your well articulated perspective will be very helpful. Once we have an actual proposal on the table, we will also likely schedule some type of public engagement forum where we can hear from you and others in real time.

I do want to point out that the eviction moratorium imposed by the State expired last year and I don't see it coming back. The City Council also distributed tens of millions of dollars in rental assistance to landlords to mitigate some of the losses they experienced during that moratorium. I also don't see regulation of short term rentals as a solution for homeless individuals, because they need below market housing. I have heard many concerns from people just like you that short term rentals do pose larger impacts to adjoining properties than regular rentals; and, that the loss of market rate housing is making it more difficult for everyday families to find vacant rental housing.

Last I checked, there where almost 800 single family market rate residential units being diverted into short term rentals. Only a fraction of them where actually registered and licensed with the City. It seems appropriate to update our polices and enforcement and I look forward to your continued input.

Best,

Breean Beggs

From: Joan Hunt <craigandjoanhunt@gmail.com>

Sent: Thursday, May 12, 2022 3:54 PM

To: Beggs, Breean <bbeggs@spokanecity.org>; Kinnear, Lori <lkinnear@spokanecity.org>; Wilkerson, Betsy <bwilkerson@spokanecity.org>

Subject: Short Term Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Council President Beggs, and Council Members Kinnear and Wilkerson,

I am writing in response to the current conversation about changes to the City Code governing short term rentals and specifically to points brought up in the May 5, 2022 article in The Inlander, "Spokane may consider tweaking its Airbnb policy - if it can figure out what the current one is"

My husband and I are property owners who are in support of allowing short term housing in areas of Spokane that are currently zoned commercial or carry other zoning designations where residential housing is currently occurring. Our property is one 8-unit, mid-century apartment building on the lower South Hill in a Commercial/RO zoning. We have been told by City Planning that based on our zone, we can enter into leases of 30 days, but no less, so we have 2 units in our building that we have furnished and offer for extended stays and advertise through Airbnb. We also co-own one condo unit (for the last 9 months), in a residential area northwest of Kendall Yards that is currently a licensed short-term rental advertised through Airbnb. We do not fall into the category of a home-owner with a single room to rent, nor a "big corporate Airbnb" investment operator seeking to set up tens or hundreds of units in the downtown core. **We do**

our best to set our rents at rates that allow us to maintain our property, pay our mortgage and taxes, pay the professionals we have to hire to do work for us, pay our professional property management company, and create some reserve for unexpected expenses, but the economics of that do not make it possible for us to charge 'affordable housing' rates as defined by the local housing authority. So we don't fall into a category of those who, if they set up a short term rental, would be denying affordable housing by doing so.

In the 4 years we've owned the property, we have taken less than \$6500 a year from the property for personal income. In that same time, we have had to make improvements and updates to the interiors of every unit in our building as well as do roof repair and chimney repairs, replace all windows, siding, railings, stairs and decking, and prune large trees. This was because when we purchased the property from my dad's estate, he and my mom had provided low rental rates (if not officially "affordable housing"), for so long, that they could not manage to keep up with the severe needs of the building, and the deterioration and resulting costs for repair and maintenance were overwhelming. The same tenants who my mom would provide birthday cards and Christmas cakes for, told us they did not report maintenance issues for fear that "our rent would be raised", which is pretty frustrating to hear, but reveals a bit of a not-uncommon mindset that we've encountered with tenants. Two of these tenants lived in the building for more than 20 years each and when we took on the building, we were dismayed at the amount of damage that existed from tenant neglect. We have done this work because we care about it, we believe we are good at it, we enjoy contributing to the neighborhood, and hope that one day it supplements our income. However, if we have an opportunity to make our lives smoother by having the option of diversifying our mix of rental options, and that allows us more income, we would like to take it.

We are also among small property owners who sustained financial losses during the more than 20-month rental moratorium. Specifically we had 2 tenants who stopped paying rent, would not apply for assistance, posed physical threats to others in the building and to workers next door to our building, and whom we could not evict because even with "just cause", no attorney would take our cases during the moratorium. Even if they had, we were told it would be very costly, and because of state laws, would take 6 months or more to go through the process of eviction. When one of these tenants finally went to jail for assaulting a construction worker next door to our building, he decided to flee town after he was released so we got our apartment back. Our cost to repair damage to the unit was \$4000, we had to wait 3 months for the glass to replace a broken window so lost time to re-rent the unit, and the tenant left owing \$2400 in unpaid rent that we could not recover. The other tenant whose "friends" visited her often, and for whom the police and paramedics were called 3 separate times for drug overdoses, and who twice fired a gun on our property, was finally convinced by our property manager to move. She left damages that cost \$3500 to repair and unpaid rent in the amount of \$2200. Because of this one tenant's

behaviour and our inability to evict her, we lost 2 other good tenants, two of whom we let out of their leases without penalty because we also feared for their safety and in good conscience could not expect them to stay when we no longer had the ability to do what was needed to provide a safe environment.

This backstory leads to why we are supportive of opening up other zoning areas to shorter-term units; our property is already being used for residential purposes, it has no negative impact on the neighborhood, we can provide a needed housing opportunity, we have more control over who is in our property, we have the freedom to immediately remove anyone who poses a danger, we have the ability to keep our units maintained by being in them more frequently and cleaning them regularly, the rent money is guaranteed prior to occupancy, we don't have the problem of squatters, and the additional income helps us keep up with rising costs for maintaining our property. With regard to costs, as an example, over the past 4 years our cost to renovate a unit has more than doubled. In 2018 we paid \$22,000 to update a 65 year-old 1 bedroom unit and today it will cost us \$48,000. The economics of keeping up a property, while paying usual costs such as professional management, mortgage, utilities, taxes, and maintenance simply do not allow us to charge the 'affordable housing' rates desired for our underhoused population. If we supplement our long-term rates with the shorter-term ones, it eases our burden and gives us a path toward a more stable business model.

President Beggs, in the Inlander article, you suggest charging additional fees of \$15 per night for short term rentals to fund affordable housing "since these units are taking away affordable housing". How do you know if these units would be priced as affordable housing by the owners if they were long-term housing versus short-term? I am aware of at least 7 studio studio units downtown currently rent for \$1000/month with \$50/month utility costs. And, if someone has to park a car, the rates are \$100/month in lots next to these buildings. If I'm correct, these costs are not consistent with affordable housing. So to assert that all units downtown are going to be affordable housing seems incorrect. Additionally, some of these units that I'm aware of are in very old buildings that have had to have extensive renovation or remodeling work to bring them to code in order for them to be habitable. Especially with inflation and supply chain issues, this is currently extremely costly work. Based on my experience as a business owner, I would guess it is not possible to charge lower rent on these units and be able to justify doing the necessary work to create this housing.

Unless the article is incorrect, it sounds like you may be thinking that needed changes will affect only two categories of persons; "big corporate Airbnb's" and "small-time homeowners renting out their rooms". I am neither of those entities, and my property is not in the downtown core. So to limit my ability to discern what works economically for me in my 8-unit building on the lower South Hill, by creating an ordinance limiting my ability to operate one unit as a short term unit because I already co-own another short term unit across town doesn't address my needs, and seems completely arbitrary; I am curious to know on what economic facts are you basing this suggestion.

Further, Council Member Kinnear, you are quoted as saying "We have almost 800 Airbnbs around"... "almost the same number of homeless in our city". Perhaps this quote is not contextualized correctly, but it sounds like you are saying that short-term housing is the reason 800 persons are unhoused in Spokane. If so, it's hard to believe that anyone who had looked into homelessness and its complexities, and anyone who had talked with rental property owners would be able to make such a correlation. And I personally feel it's a very misleading statement and a disservice to anyone reading this article who really cares about the issues and is looking for guidance about how to take a position on it.

It's also interesting that there is rarely a mention of the fact that beyond "tourism", short-term housing provides a service for a segment of the population for whom hotel stays or long term rentals don't work. Traveling professionals, health-care workers on contract, persons traveling to Spokane for extended health care, or to attend to or visit family members in the hospital for extended time, families who need intermediate housing while in the process of divorce, professionals coming to Spokane to perform in productions such as the Best of Broadway series or youth sports events all need and want options other than hotels. Additionally, those of us who have decided to offer short term housing through Airbnb pay taxes that benefit the region and state, collected and disbursed by Airbnb. From the Airbnb Site:

Airbnb [*collects and pays*](#) a number of taxes on your (the owner's) behalf, including:

- *The Washington Combined Sales Tax*
- *Special Host/Motel Tax*
- *Convention and Trade Center Tax*
- *Regional Transit Authority Tax*
- *Tourism Promotion Area Charges in the State of Washington*

All locally imposed taxes on transient lodging will be collected on reservations in Washington. The Special Hotel/Motel Tax is typically 1-5% of the listing price including any cleaning fees for reservations 29 nights and shorter. Other local taxes vary and are only applicable in certain cities and counties.

As small business owners who have long-term rentals as well as one short-term, we create local jobs. We hire local, independant cleaners for cleaning our properties, and pay them more than twice the current minimum wage. We treat them with respect, we help them grow their businesses, (many are younger moms who want to create their own small businesses), and help them grow their hard and soft professional skills. We hire local companies to renovate and repair our property, we use a local professional property manager, and we hire a small painting company owned by a senior to do our painting (and all this at prevailing wages). We keep our property in excellent condition, it is safe, clean and

monitored by us daily and we live nearby so we respond to any needs very quickly. We pay taxes, we give back to our community through charitable giving, and we spend our dollars locally with other small businesses in Spokane. We do our exterior property upkeep (lawn upkeep, snow removal, landscaping, cleaning up parking areas etc) ourselves and hire our high school aged niece and nephew to help us. We also pay our utility bills, our mortgages, our association dues and our property taxes. In our shorter term units, we provide a positive, high-quality, personal experience of Spokane hospitality which reflects well on our city. It is not necessarily always easy work, but it can be meaningful and satisfying.

Over the last 3 years, it seems like the intent of the State, and now our City Council, is to lay the burden of homelessness at our feet. In reality, this problem has been around and growing since the financial crisis of 2007-08, and the resulting fallouts from predatory lending activities have left long-lasting, complex and far-reaching problems that demand significant creativity, collaboration, and ongoing dedication to resolve for the long term. So expecting that private owners of residential rental property could suddenly have the power and responsibility to significantly impact this difficult issue is unfair and naive. Imagine trying to tell grocery store owners, restaurateurs, automobile sellers, lawyers, clothing retailers, or other small business owners who have something to offer the underhoused, that they have to be taxed more or limited in how they do their work because homeless persons need food, clothing, transportation, or legal representation, and therefore these business owners must take on the weight of solving this problem in the way that property owners, especially over the last 3 years, have been asked to.

Please consider the long-term breadth of impact your decision making will have on varied members of this community. The changes brought into play by the historic housing crisis, and then the pandemic, have and will continue to

shape the way people live, work, and engage in community, and we benefit by recognizing the larger narrative of how and why changes are happening, in order to recognize the value and opportunity available in expanding short term housing options. I believe this can happen concurrently with, but not as a threat to devising real, long term solutions to this problem of under housed people, and that it can happen via a win-win situation.

Thank you for your service to our community, and for your willingness to look at this meaningful issue.

Sincerely,

Joan Hunt

From: [Planning Services Development Code](#)
To: [Yahoo Mail](#)
Subject: RE: Shaping Spokane Housing
Date: Monday, May 23, 2022 4:47:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Jim,

Thank you for providing public comment in support of attached homes and duplex code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be included with the staff report to Plan Commission when a public hearing is scheduled. We appreciate your perspective on these topics as an architect.

City staff have workshopped draft code with Plan Commission (see the meetings for Dec-8, Jan-26, and Mar-9 on the above project webpage), but the Plan Commission would like further discussion on possible language changes. We're hoping to have them workshop with our Design Review Board, so we're currently trying to find a time when all of those commissioners can be in the same place, but it's looking like that could occur in July. To help inform the workshop, we'll include comments received to date about townhomes and duplexes to aid the Plan Commission in discussion.

It's not up on our project webpage just yet, but if you want to see past email updates from our Plan Commission workshops you can review them at these links:

May 19, 2022 - <https://conta.cc/3Ly9Q77>

May 6, 2022 - <https://conta.cc/3MVy7oB>

April 20, 2022 - <https://conta.cc/3K2ZOKz>

April 6, 2022 - <https://conta.cc/38akHX4>

March 16, 2022 - <https://conta.cc/3ly14eO>

January 13, 2022 - <https://conta.cc/38az9hQ>

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Yahoo Mail <hainesarch@yahoo.com>

Sent: Friday, May 20, 2022 10:51 AM

To: Planning Services Development Code <erapsdc@spokanecity.org>

Subject: Shaping Spokane Housing

[CAUTION - EXTERNAL EMAIL - Verify Sender]

I have the following thoughts that I believe can have a significant impact on our housing shortage :

1. Create more duplex lots , even changing some single family zones to two family .
2. A duplex or townhouse is much cheaper to construct than two single family houses .
3. Purchasers that may not be able to afford a single family residence can join with another purchaser to buy a duplex or townhouse .

Sincerely , Jim Haines , Haines Architectural Services

From: [Planning Services Development Code](#)
To: [Shari Mcevoy](#)
Subject: RE: ADU residential
Date: Tuesday, May 31, 2022 2:09:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Shari,

Thank you for providing public comment in support of ADU code changes under the [Shaping Spokane Housing](#) project. These comments have been added to the public record, and will be shared with City Council once a public hearing is scheduled. I'm working to get these code changes to public hearing before City Council this week, and once we have the dates final an email will be sent to our interested parties list (which you are on).

Sorry I missed your call, you caught me at lunch, but I will respond to your other email about the specific property addresses. And, you are welcome to come to City Hall to discuss with our Current Planners details on each property- they're located on the 3rd Floor.

We have talked about doing pre-approved plans for ADUs, and as you note it could speed up the permitting processes. Because this is one of our aims, we're in talks with other city departments like Building and Fire so we can work through their needs to see how we can make this happen.

Thank you,
Amanda

Amanda Beck, AICP | City of Spokane | Assistant Planner II

509-625-6414 | main 509-625-6500 | abeck@spokanecity.org | spokanecity.org



From: Shari Mcevoy <smcevoy2222@gmail.com>
Sent: Saturday, May 28, 2022 8:48 PM
To: Planning Services Development Code <erapsdc@spokanecity.org>
Subject: ADU residential

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello,

I am thrilled to see the proposed changes in ADU's. I agree w the proposals.

I have 3 SF homes that I rent out for my retirement income. They are all in R zones which I assume is residential and will qualify for all the changes. I will start with one and then build an ADU on all 3 which will double the occupancy available. We need good landlords like me and more affordable housing that I provide. Please approve the proposals soon.

My question is :

Do you have pre approved plans for detached ADU's, attached and all varieties to speed up the permitting process?

Do you have groups of contractors skilled in building ADU's to spokane's specifications that I could contact?

Thank you,

Sincerely,

Shari McEvoy

spokane, wa

From: [Carol Tomsic](#)
To: [Beggs, Breean](#); [Kinnear, Lori](#); [Wilkerson, Betsy](#); [Stratton, Karen](#); [Cathcart, Michael](#); [Zappone, Zack](#); [Bingle, Jonathan](#); [Gardner, Spencer](#); [Beck, Amanda](#)
Cc: [Marilyn](#); [ANDREW HOYE](#); [Mary Winkes](#); [Cortright, Carly](#); [Byrd, Giacobbe](#)
Subject: A Comment on the Proposed Short Plat Code Amendment/Removal of Notifications
Date: Monday, May 30, 2022 10:27:36 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

The proposed removal of the notice of application for short plats that create only two lots and up to 9 lots, or for short plats with only minor engineering review does not support neighborhoods or carefully manage residential development, a goal, and a vision in our Comprehensive Plan (Land Use Chapter 3.2, 3.3).

The proposed removal of site-posting sign requirements, notices in the newspaper, and a mailed public notice just to properties within 400 feet, goes against a priority in our Housing Action Plan, “preserve housing affordability and quality to help people thrive where they live. This priority highlights the connections between housing affordability and quality to preserve and enhance existing housing throughout Spokane and support residents in every neighborhood.”

The removal of notification requirements to our residents in our development codes is not cited as a response strategy in the Addendum to Proclamation Addressing Housing Emergency. “A reduced fee for simple short plats in SMC 8.02.066 to \$250” is mentioned. A response strategy should not take away the quality to preserve and enhance existing housing in our neighborhoods. A reduced fee is an appropriate response strategy.

The continuation of public notice on short plat applications is necessary for our residents during the housing emergency proclamation. A notice of an application helps the neighborhood know about upcoming development in the area, as stated in the Residential Development Code Initiatives, Short Plat Application Process, Info Sheet.

Our neighborhoods will be affected by the upcoming proposed changes in land use.

The city intends to increase the number of lots to be regulated as short subdivision to a maximum of nine in any urban growth area. (RCW 36.70A.040 and chapter 36.70A). The RCW states the legislative authority of any city or town *may* by local ordinance increase the number of lots. The city is not required to align to the RCW.

The city intends to review the Comprehensive Plan Land Use Policies. A proposed review was not assigned in the 2021-2022 Comprehensive Plan Amendment process but will be considered under another program.

The Phase 1 code amendments, which includes the Short Plat Application Process, are necessary updates for the second phase of codes changes, which may require Comprehensive Plan changes, increase the number of homes per acre of land, and permit a wider variety of housing.

Neighborhood councils appreciate being part of the agency notification of land use applications and permits and make necessary comments. Neighborhood councils make every

effort possible to notify and keep our residents updated on the land use changes, but all residents directly affected still need be notified by the city.

The current short plat notification allows our neighborhood to preserve any historic significance on proposed short plats. A 400 foot notification, without any other notification to residents in the area, especially on lots that are undeveloped and forested, may result in a loss of an opportunity to protect a feature on parcels during the short plat process.

In addition, not all neighborhood councils meet monthly. Some neighborhood councils did not meet at all during the pandemic. Several neighborhood councils have struggled to maintain an executive board. Land use notifications are vital. Our residents traditionally rely on the city, and posted signs, for land use notifications.

And the city has already recognized the limited ability of a neighborhood council to reach out to every single resident in their neighborhood. The revised traffic calming program was updated to include a 'convening group' to reach out to the neighborhood for a broader response. Why would the city adopt a proposed process that would do just the opposite?

Please vote to keep the current notification process in the short plats.

Thank you!

Carol Tomsic
resident

CITY OF SPOKANE PLAN COMMISSION
FINDINGS OF FACT, CONCLUSIONS, AND RECOMMENDATIONS
REGARDING SHAPING SPOKANE HOUSING TEXT AMENDMENTS TO LOT SIZE
TRANSITION, ACCESSORY DWELLING UNITS (ADUS), AND SHORT PLAT NOTIFICATION

A recommendation of the City of Spokane Plan Commission to the City Council to approve amendments to the Spokane Municipal Code proposed by Shaping Spokane Housing text amendments. The proposal amends the Unified Development Code (UDC) Section 17C.110.200, Lot Size, and 17C.110.225 Accessory Structures; Chapter 17C.300, Accessory Dwelling Units, specifically Sections 17C.300.100, General Regulations, 17C.300.110, Criteria, 17C.300.120, Application Procedures, 17C.300.130, Development Standards, and 17C.300.140, ADU Expiration; and to short plat notification requirements in Sections 17G.060.100, Notice of Application, 17G.060T.003, Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process, 17G.060.130, Public Comment Period, and 17G.080.040, Short Subdivisions.

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) as set forth in RCW 36.70A, including a housing element meeting the requirements of RCW 36.70A.070(2).
- B. On July 26, 2021, Resolution 2021-0062 adopted the City of Spokane Housing Action Plan as a guide for future housing planning, policy development, and regulatory and programmatic implementation measures that increase housing options that are affordable and accessible for people and families of all incomes in the City; including the Implementation Plan included as Appendix A that outlines several strategies and policies to remedy the current housing crisis.
- C. In 2021, the Washington State Legislature appropriated \$5 million for cities planning under the GMA to adopt actions to increase residential building capacity and address housing affordability. Through the resulting Housing Action Plan and Implementation (HAPI) grant program, the Department of Commerce provided grants to support communities in implementing strategies from adopted housing action plans and recommendations contained within RCW 36.70A.600.
- D. The City of Spokane was awarded a \$100,000 grant from the Department of Commerce to implement strategies from its adopted Housing Action Plan. The scope of work includes revising accessory dwelling unit (ADU) standards in chapter 17C.300 SMC to allow for additional flexibility and expand the zones that permit ADUs.
- E. MAKERS Architecture and Urban Design, LLP, a consulting firm with expertise in community planning, design guidelines and regulations, was contracted to review existing development standards for opportunities to add flexibility and clarity to regulations. The consultant worked with city staff to develop a range of alternative standards and regulations which would allow for greater flexibility in the construction of housing, including ADUs.
- F. The proposed text amendments will implement and enact measures RCW 36.70A.600 encourages cities to take in order to increase residential building capacity.

- G. The amendments to short plat notification are procedurally exempt from SEPA review per WAC 197-11-800(19).
- H. Outreach and public communication began in November 2021, reaching approximately 375 residents, and included the following among others:
 - 1. Presentations at the Land Use Subcommittee on November 18, 2021; February 17, 2022; and April 21, 2022;
 - 2. In-person booth at the Riverfront Park Winter Market on December 15 and 22, 2021;
 - 3. Presentation at Community Assembly on January 6, 2022;
 - 4. Presentation at Lincoln Heights Neighborhood Council on January 18, 2022;
 - 5. Virtual open houses on January 25 and 27, 2022;
 - 6. Planning Services Director interviews with local developers in March and April, 2022;
 - 7. Presentations at University District Development Committee and the West Hills Neighborhood Council on April 12, 2022 and
 - 8. In-person booth at the Riverfront Park Spring Market on April 6, 13, 20, and 27, 2022.
- I. Public comment, as well as agency and department comments, received prior to the May 11, 2022, Plan Commission public hearing were included in the staff report as Exhibits D and E.
- J. On November 10, 2021; December 8, 2021; January 12, 2022; January 26, 2022; February 9, 2022; February 23, 2022; March 9, 2022; March 23, 2022; April 13, 2022; and April 27, 2022, the Spokane Plan Commission held workshops to discuss draft language, receive updates on public feedback as well as city department and agency comments, and review and evaluate with city staff alternatives to proposed text changes.
- K. On March 24, 2022, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code pursuant to RCW 36.70A.106.
- L. On April 1, 2022, a notice of intent to adopt and request for SEPA agency comments was issued for the draft code pertaining to ADUs, lot size transitions, and short plat notification. The comment period ended on April 15, 2022. The Spokane Tribe of Indians issued comment noting project actions may require case by case cultural surveys.
- M. A State Environmental Protection Act (SEPA) Determination of Nonsignificance and Checklist were issued by Planning Services on April 25, 2022. The comment period ended on May 11, 2022. Two city department comments were received during the comment period.
- N. A legal notice of public hearing was published in the *Spokesman-Review* on April 27 and May 4, 2022.

Findings of Fact, Conclusion, and Recommendation
Shaping Spokane Housing Text Amendments to
Lot Size Transition, Accessory Dwelling Units, and Short Plat Notification

- O. The proposed text amendments were drafted and reviewed pursuant to the process established under RCW 36.70A.370 to ensure that the proposed changes will not result in unconstitutional takings of private property.
- P. Amendments to Title 17 are subject to review and recommendation by the Plan Commission.
- Q. The Plan Commission held a public hearing on May 11, 2022 to obtain public comments on the proposed amendments.
- R. During deliberations held on May 11, 2022, the Plan Commission discussed a motion to modify the maximum detached accessory dwelling unit size, from the proposed 864 square feet or 75% of the house size, whichever is greater, to a maximum of 1,200 square feet or 75% of the house size, whichever is greater. The maximum detached accessory dwelling unit size was a topic that the Plan Commission workshopped with staff on several occasions, including the possibility of removing a maximum size altogether. Ultimately, the motion failed with three aye votes, three nay votes, and one Commissioner abstaining.
- S. During deliberations held on May 11, 2022, the Plan Commission voted to modify the proposed text concerning accessory dwelling units (ADUs), recommending removing the requirement to file a covenant and deed restriction on lots with an ADU when an owner would apply for a short-term rental application. The motion passed with six aye votes and one Commissioner abstaining.
- T. During deliberations held on May 11, 2022, the Plan Commission confirmed the preference for newly subdivided lots to be held to the standards and dimensional requirements of the underlying zoning district, rather than requiring larger lots, by removing the lot size transition requirement. The motion passed by a vote of six to zero.
- U. During deliberations held on May 11, 2022, the Plan Commission discussed the nexus of notice of applications and the neighborhood council system, as it relates to the proposed amendment to short plat notification. Plan Commission found that neighborhood councils are entitled to notice of certain land use development permit applications by virtue of SMC 17G.060.090(C) and that the proposed amendments will not detract from a neighborhood council's ability to comment on short plat applications. The motion to approve the proposed amendments to short plat notification passed with six ayes votes and one nay vote.
- V. Except as otherwise indicated in the above findings, the Spokane Plan Commission adopts the findings and analysis set forth in the staff report prepared for the proposal.
- W. The Spokane Plan Commission finds that the proposed text amendments meet the decision criteria established in SMC 17G.025.010(G).

CONCLUSIONS:

Based upon the draft text amendments, staff report and analysis (which is hereby incorporated into these findings, conclusions, and recommendations), SEPA review, agency and public comments received, and public testimony presented, the Spokane Plan Commission makes the following conclusions with respect to the text amendments to lot size transition, accessory dwelling units (ADUs), and short plat notification:

1. The Plan Commission finds that the proposed amendments bear a substantial relation to the public health, safety, welfare, and protection of the environment pursuant to the requirements outlined in SMC 17G.025.010(G).
2. The proposed text amendments will implement and enact measures RCW 36.70A.600 encourages cities take in order to increase residential building capacity.
3. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to comment.
4. SEPA review was completed for the proposal, and pursuant to SEPA, any adverse environmental impacts associated with the draft regulations will be mitigated by enforcement of the City's development regulations.
5. Plan Commission concludes that the intent of including neighborhood councils to the list of entities that receive notice of applications was to give neighborhood councils standing and the ability to advocate for their neighborhood residents. As entities with standing, neighborhood councils should assume the responsibility of proactively communicating with their residents about pertinent all-city or neighborhood-specific development applications.
6. The Plan Commission finds that the proposed amendments are consistent with the applicable provisions of the Comprehensive Plan, particularly the following adopted Shaping Spokane goals and policies:
 - a. Land Use Goal LU 1 – Citywide Land Use;
 - b. Land Use Policy LU 1.1 – Neighborhoods;
 - c. Land Use Goal LU 3 – Efficient Land Use;
 - d. Land Use Policy LU 3.6 – Compact Residential Patterns;
 - e. Housing Goal H 1 – Housing Choice and Diversity;
 - f. Housing Policy H 1.11 – Access to Transportation;
 - g. Housing Policy H 1.18 – Distribution of Housing Options;
 - h. Housing Policy H 1.20 – Accessory Dwelling Units; and
 - i. Capital Facilities and Utilities Policy CFU 4.1 – Compact Development.

RECOMMENDATION:

In the matter of the ordinances pertaining to lot size transition, accessory dwelling units (ADUs), and short plat notification, amending the Unified Development Code of the City of Spokane;

As based on the above listed findings and conclusions, the Spokane Plan Commission takes the following actions:

1. By a vote of six to zero, recommends to the Spokane City Council the **APPROVAL** of the proposed amendments to Section 17C.110.200, Lot Size, and 17C.110.225 Accessory Structures;
2. By a vote of six to one, recommends to the Spokane City Council the **APPROVAL WITH MODIFICATION** of the proposed amendments to Chapter 17C.300, Accessory Dwelling Units, as amended during the deliberations to include the following modification:

Strike 17C.300.120(B), Covenants, from the draft text for accessory dwelling units which requires that a covenant and deed restriction be recorded with the County Assessor for lots that contain an ADU and submit for a short-term rental application.

3. By a vote of six to one, recommends to the Spokane City Council the **APPROVAL** of the proposed amendments to Sections 17G.060.100, Notice of Application, 17G.060T.003, Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process, 17G.060.130, Public Comment Period, and 17G.080.040, Short Subdivisions.
4. Authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Plan Commission's findings, conclusions, and recommendations on the proposed amendments.



[Todd Beyreuther \(May 20, 2022 17:02 PDT\)](#)

Todd Beyreuther, President

Spokane Plan Commission

May 20, 2022

2022-05-19_PC Findings and Conclusions_ADUs Short Plats Lot Size

Final Audit Report

2022-05-21

Created:	2022-05-19
By:	Jackie Churchill (jchurchill@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAKQlyLhcEIWDG5Rz_iOjBettWnr9ZVP2h

"2022-05-19_PC Findings and Conclusions_ADUs Short Plats Lot Size" History



Document created by Jackie Churchill (jchurchill@spokanecity.org)

2022-05-19 - 11:44:26 PM GMT- IP address: 98.225.13.193



Document emailed to Todd Beyreuther (tbeyreuther@spokanecity.org) for signature

2022-05-19 - 11:44:46 PM GMT



Email viewed by Todd Beyreuther (tbeyreuther@spokanecity.org)

2022-05-20 - 11:59:32 PM GMT- IP address: 107.77.205.155



Document e-signed by Todd Beyreuther (tbeyreuther@spokanecity.org)

Signature Date: 2022-05-21 - 0:02:28 AM GMT - Time Source: server- IP address: 107.77.205.155



Agreement completed.

2022-05-21 - 0:02:28 AM GMT



Adobe Acrobat Sign

**Agenda Sheet for City Council Meeting of:**

06/20/2022

Date Rec'd

6/6/2022

Clerk's File #

ORD C36226

Renews #**Cross Ref #****Submitting Dept**PLANNING & ECONOMIC
DEVELOPMENT**Contact Name/Phone**

AMANDA BECK 6414

Project #**Contact E-Mail**

ABECK@SPOKANECITY.ORG

Bid #**Agenda Item Type**

First Reading Ordinance

Requisition #**Agenda Item Name**

SHAPING SPOKANE HOUSING: SHORT PLAT FEES TEXT AMENDMENT

Agenda Wording

An Ordinance to amend Sections 08.02.064 and 08.02.066 regarding short plat application fees. The proposal would create reduced short plat fees for some application types.

Summary (Background)

Shaping Spokane Housing is a result of the Spokane Housing Action Plan, also guided by Mayor Woodward's July 26, 2021, Housing Emergency Proclamation and the City Council's HAP Implementation Plan. The amendment to SMC 08.02.064 and 08.02.066 creates reduced fees for some short plat applications (subdivisions of not more than nine lots) which meet minor engineering review criteria.

Lease? NO

Grant related? NO

Public Works? NO

Fiscal Impact**Budget Account**

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

GARDNER, SPENCER

Study Session\Other

6/2 Study Session

Division Director

MACDONALD, STEVEN

Council SponsorCM Michael Cathcart and
CM Betsy Wilkerson**Finance**

ORLOB, KIMBERLY

Distribution List**Legal**

RICHMAN, JAMES

jrichman@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

abeck@spokanecity.org

Additional Approvals

tblack@spokanecity.org

Purchasing

tpalmquist@spokanecity.org

sgardner@spokanecity.org

smacdonald@spokanecity.org

jchurchill@spokanecity.org

ORDINANCE NO. C36226

An ORDINANCE relating to permit fees for short plats amending Spokane Municipal Code (SMC) Sections 08.02.064 and 08.02.066.

WHEREAS, RCW 36.70A.600 encourages the City to take a number of actions in order to increase its residential building capacity and authorized the City to adopt a housing action plan; and

WHEREAS, as authorized by RCW 36.70A.600(2), Council Resolution RES-2021-0062 adopted the City of Spokane Housing Action Plan as a guide for future housing planning, policy development, and regulatory and programmatic implementation measures that increase housing options that are affordable and accessible for people and families of all incomes in the City; including the Implementation Plan, included as Appendix A within the Housing Action Plan, which outlines several strategies and policies to remedy the current housing crisis; and

WHEREAS, the 2020 Housing Needs Assessment completed for the Housing Action Plan indicates several facts about the housing supply and need, particularly the need to accommodate for an estimated 6,000 additional housing units by 2037; and

WHEREAS, in adopting RES-2021-0062 the City Council outlined several code amendments and permit processes that the City should enact in support of the strategies and actions recommended in the Housing Action Plan and to encourage construction of more housing within Spokane; and

WHEREAS, on July 26, 2021, the Mayor of the City of Spokane proclaimed a housing emergency and directed the City to pursue actions to expand housing types, reduce overall development costs to increase development of affordable housing, and to streamline municipal procedures to support the development cycle; and

WHEREAS, City Council finds that the proposed amendment reduces development costs for short plat applications, and streamlines municipal processes to encourage construction of more housing, and will implement actions specified in RCW 36.70A.600(1); and

WHEREAS, City Council finds that the proposed amendment supports implementation strategies of the Spokane Housing Action Plan and recommended actions from the City Council Housing Action Plan Implementation Plan; and

WHEREAS, this action is categorically exempt from the State Environmental Policy Act (SEPA) RCW 43.21 as stated in WAC 197-11-800(19); and

WHEREAS, the City has complied with RCW 36.70A.370 in the adoption of this Ordinance, avoiding any unconstitutional taking of private property; 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

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That Section 08.02.064 SMC is amended to read as follows:

Section 08.02.064 Plats

The fees for approvals under the subdivision code are:

- 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 a five-year extension of time on a preliminary plat approval: Four thousand one hundred ninety dollars.))~~
 - ~~((3))~~2. For phasing of an approved preliminary plat: Five hundred fifty dollars.
 - ~~((4))~~3. For vacation of an approved plat: Four hundred ninety dollars.
 - ~~((5))~~4. For a final long plat: Two thousand twenty-five dollars plus twenty-five dollars per lot.
 - ~~((6))~~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 a five-year extension of time on a preliminary plat approval: Four thousand one hundred ninety dollars.))~~
 - ~~((3))~~2. For phasing of an approved preliminary short plat: Five hundred fifty dollars.
 - ~~((4))~~3. For vacation of an approved plat: Four hundred ninety dollars.
 - ~~((5))~~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.

Section 2. That Section 08.02.066 SMC is amended to read as follows:

Section 08.02.066 Zoning

Unless an action is initiated by the city council, the fees for approvals under the zoning code are:

- 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.
- ~~((D))~~ E. Type III application: Four thousand five hundred ninety dollars plus one hundred ten dollars per each additional acre.
- ~~((E))~~ 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.
- ~~((F))~~ G. Optional consolidated project review: Four thousand three hundred twenty-five dollars plus two hundred fifteen dollars for each additional acre.
- ~~((G))~~ 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.
- ~~((H))~~ I. Any temporary use permit: Six hundred seventy-five dollars.
- ~~((I))~~ J. Floodplain development permit: Nine hundred dollars plus fifty-five dollars per each additional acre.
- ~~((J))~~ K. Establishment of a front yard setback that is more or less than the depth required by the zoning code: Eight hundred ten dollars.
- ~~((K))~~ L. Accessory dwelling unit permit: Six hundred fifty-five dollars.
- ~~((L))~~ Accessory dwelling unit permit (Type II): One thousand dollars.
 - 1. ~~In response to the ongoing local and national housing crisis, the City Council has decided to provide relief to residents and businesses regarding accessory dwelling unit (ADU) applications by waiving the permit fee associated with the construction of ADUs on lots located at least partially within ½ mile of a Center or Corridor, Context Area, or Downtown zone or GC3 zoning overlay. Distances are measured in a straight line between the zone/overlay boundary to the lot line of the site containing the development.~~
 - 2. ~~This fee waiver shall expire at 5:00 p.m. on December 31, 2024.))~~
- 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 – Type A: One hundred fifty dollars. The annual renewal for a Type A permit is one hundred dollars.
- Q. Short Term Rental Permit – Type B: Four thousand five hundred ninety dollars. The annual renewal for a Type B permit is one hundred dollars.