

City of Spokane Restaurant Location Selection Worksheet

Use this worksheet to help evaluate a potential location before you sign a lease.



Address: _____

Note areas where time or cost will be required for this location to comply with regulatory requirements.

1. Zoning		Rating:			
Identify the type of City of Spokane land use category/categories my restaurant will be assigned. <input type="checkbox"/> Restaurant <input type="checkbox"/> Sidewalk Cafe <input type="checkbox"/> Drive-Through <input type="checkbox"/> Cafe <input type="checkbox"/> Drinking Establishment		OK	Maybe	No	Notes
Does this location's zoning allow my type of restaurant? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> If no, consider a different location. Requesting zoning changes can be very expensive and take several months to a year. 					
Does the permitted use match my need? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> If no, a Conditional Use Permit may be required. A Conditional Use Permit will require extra time and expense; consult with the Development Services Center to determine the appropriate process. 					
Does this location have any existing land use restrictions? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> If yes, can my restaurant meet all of the conditions listed on the current permit? <input type="checkbox"/> Yes <input type="checkbox"/> No 					
2. Occupancy		Rating:			
Does the type of business and maximum occupancy specified on this location's Certificate of Occupancy meet my needs? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> If no, a change in occupancy may be required. Changing the permitted occupancy may also require life safety, exiting and building improvements. 		OK	Maybe	No	Notes
3. Parking		Rating:			
Does the parking area need to be modified to meet city codes and accessibility requirements? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> If yes, additional permits are required to complete parking modifications. 		OK	Maybe	No	Notes
4. Waterfront		Rating:			
Is this location within 200 feet of a shoreline (edge of Spokane River or Latah Creek)? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> If yes, a Shoreline Substantial Development Permit or Conditional Use Permit may be required before a Building Permit will be issued. 		OK	Maybe	No	Notes
5. Historic Locations		Rating:			
Is this building listed on the Spokane Register of Historic Places or in a historic district? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> If yes, certain design standards for exterior changes may apply. 		OK	Maybe	No	Notes

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6. <u>Outdoor Seating</u>		Rating:		
Can this location accommodate outdoor seating? <input type="checkbox"/> Yes <input type="checkbox"/> No Outdoor seating requires a Sidewalk Café Permit; the outdoor space must meet all setback and clearance requirements.		OK	Maybe	No
		Notes		
7. <u>Serving Alcohol</u>		Rating:		
Can this location meet the criteria for obtaining a state liquor license? <input type="checkbox"/> Yes <input type="checkbox"/> No Serving alcohol requires a liquor license; both the location and applicant must meet the criteria for obtaining a liquor license; 60-90 days for approval.		OK	Maybe	No
		Notes		
8. <u>Fire Safety</u>		Rating:		
What will the maximum occupancy be in this location after renovations (if any)? <input type="checkbox"/> Occupancy under 49 <input type="checkbox"/> Occupancy 100+ <input type="checkbox"/> Occupancy under 100 <input type="checkbox"/> Occupancy 300+ Occupant load and group classification is determined by the plans examiners in the Development Services Center and is based on the type of business, the size of the space that the business will use/occupy, and how many people can safely be in the space.		OK	Maybe	No
		Notes		
Does this location have enough exits? <input type="checkbox"/> Yes <input type="checkbox"/> No Occupancy of 49+ requires two exits from the space.				
Will I need a fire sprinkler system? <input type="checkbox"/> Yes <input type="checkbox"/> No Sprinklers are typically required for restaurants with occupancy of 100+ and/or 5,000+ ft ² , locations above the ground floor, and all establishments with 350+ ft ² for dancing or viewing performers.				
Is the sprinkler system in this location adequate? <ul style="list-style-type: none"> <i>If no</i>, is it feasible to install or upgrade the fire sprinkler system? <input type="checkbox"/> Yes <input type="checkbox"/> No 				
Will I need a fire alarm system? <input type="checkbox"/> Yes <input type="checkbox"/> No Occupancy over 300 requires a fire alarm system.				
Is the fire alarm system in this location adequate? <ul style="list-style-type: none"> <i>If no</i>, is it feasible to install or upgrade the fire alarm system? <input type="checkbox"/> Yes <input type="checkbox"/> No 				
9. <u>Alterations & Renovations</u>		Rating:		
Will I need to do any work on this building? <ul style="list-style-type: none"> <i>If yes</i>, renovations and remodels require various permits. All alterations must meet safety and fire codes, and barrier-free requirements. Some projects may require seismic upgrades to the building structure. 	<input type="checkbox"/> Yes <input type="checkbox"/> No		OK	Maybe
				No
		Notes		
Will renovations involve structural changes or exceed 50% of the total floor area? <ul style="list-style-type: none"> <i>If yes</i>, it may be necessary to bring the building up to new construction standards. 	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Will this location require site improvements? Site improvements (landscaping, sidewalk, curb, gutter, curb ramps, driveway/alley approach, or street/alley right-of-way) are typically required for: <input type="checkbox"/> New buildings <input type="checkbox"/> Alterations and additions of more than 40% of the assessed value of the site <input type="checkbox"/> When repairs/replacements are needed to any existing site	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Will impact fees be assessed? Transportation impact fees are based on the number of <i>new</i> p.m. peak-hour trips a project will generate, the type and size of restaurant, and the location of the restaurant.	<input type="checkbox"/> Yes <input type="checkbox"/> No			

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10. <u>Kitchen Exhaust System</u>		Rating:		
Will my menu require kitchen exhaust hoods? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No hood(s) <input type="checkbox"/> Type I hood(s) with fire suppression: grease and smoke <input type="checkbox"/> Type II hood(s): steam, heat, and odor		OK	Maybe	No
Does this location have the Type I exhaust hood(s) with fire suppression I need? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> <i>If no</i>, ensure that a Type I hood vent can be installed to code. 		Notes		
Does this location have the Type II exhaust hood(s) I need? <input type="checkbox"/> Yes <input type="checkbox"/> No				
11. <u>Noise</u>		Rating:		
Will I be able to mitigate noise issues to meet code due to the following: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Mechanical units (HVAC, refrigeration, etc.) <input type="checkbox"/> Outdoor seating <input type="checkbox"/> Music near residential locations		OK	Maybe	No
		Notes		
12. <u>Grease Treatment</u>		Rating:		
Does this location have the necessary grease treatment equipment for my menu and volume of food service? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> <i>If no</i>, is installation feasible? A grease removal device is required in all new or remodeled restaurants that require a plumbing permit.		OK	Maybe	No
		Notes		
13. <u>Signs and Awnings</u>		Rating:		
Will I need to install, alter or repair a sign or awning in this location? <input type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> <i>If yes</i>, I may also need a sign permit, electrical permit, and, if in a historic location, a Certificate of Appropriateness. 		OK	Maybe	No
		Notes		
14. <u>Adequate Utility Services</u>		Rating:		
Are utility capacities sufficient at this location (especially if adding new equipment or sprinklers)? <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Water <input type="checkbox"/> Sanitary Sewer Check with utility providers for more information.		OK	Maybe	No
		Notes		
Notes				

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