



# Official Gazette

## City of Spokane, Washington

Statement of City Business, including a Summary of the Proceedings of the City Council

Volume 112

**JULY 6, 2022**

Issue 27



### MAYOR AND CITY COUNCIL

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### INSIDE THIS ISSUE

MINUTES	630
HEARING NOTICES	630
ORDINANCES	631
POLICIES AND PROCEDURES	657
JOB OPPORTUNITIES	662
NOTICES FOR BIDS	667

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# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, June 27, 2022**

The minutes for the Monday, June 27, 2022, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, July 13, 2022, issue of the *Official Gazette*.

# Hearing Notices

**NOTICE OF CITY COUNCIL PUBLIC HEARING**

**AN INTERIM PILOT ZONING ORDINANCE FOR ATTACHED HOUSES, DUPLEXES,  
TRIPLEXES, AND FOURPLEXES  
AND NOTICE OF SEPA DETERMINATION  
(Proposed Ordinance C36232)**

The Spokane City Council will hold a public hearing on **Monday, July 18, 2022, at 6:00 p.m.** in Council Chambers, lower level of Spokane City Hall, 808 W. Spokane Falls Blvd. The public may attend in person, over the phone, and online via Webex Meetings. The Council will hear public testimony related to an interim zoning ordinance expanding the allowed uses in residential zoning districts for attached houses, duplexes, triplexes, and fourplexes.

The meeting will be streamed live online and airing on City Cable 5. The public is encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>. Any changes to the procedures that will be followed for this hearing will be

posted on the City Council's website: <https://my.spokanecity.org/citycouncil/meetings/>.

**Subject:** The City is proposing an interim zoning ordinance that will implement strategies RCW 36.70A.600 encourages cities to take in order to address the current housing shortage and to increase residential building capacity. The interim zoning ordinance will allow duplexes citywide, remove maximum unit limits for attached houses, reduce lot size and dimensional standards for attached homes for certain residential zones, and allow triplexes and fourplexes within a buffer from Center and Corridor zones and frequent transit as determined by Spokane City Council. This interim pilot zoning ordinance will be in effect for one year during which the City will conduct studies regarding the feasibility of making these changes permanent pursuant to the processes outlined in Chapter 17G.025 SMC.

The interim zoning ordinance establishes chapter 17C.400 SMC, creating Sections 17C.400.010, Housing Types Allowed; 17C.400.020, Lot Size; and 17C.400.030, Density.

**Location:** Citywide, the interim zoning ordinance is not site specific.

**SEPA:** A Determination of Nonsignificance was issued on July 1, 2022 under WAC 197-11-340. The lead agency will not take action on this item for fourteen days following issuance of the DNS. The comment period ends on July 15, 2022. The DNS can be reviewed on the SEPA Register.

**Call or email for additional information:**

Planning &amp; Development Department

Amanda Beck, Assistant Planner II

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Spokane, WA 99201-3329

Phone (509) 625-6414 or 509-625-6500

[abeck@spokanecity.org](mailto:abeck@spokanecity.org)

**Project Documents:** Information relating to interim zoning ordinance is available for viewing at: <https://my.spokanecity.org/projects/>.

**Council Adoption:** The 1st Reading of the interim zoning ordinance is scheduled for Monday, July 11, 2022. Generally, no presentations are made at the 1st Reading. **Monday, July 18, 2022 starting at 6 p.m. is the 2nd Reading and City Council Adoption.** The public may submit written comment for the City Council at [abeck@spokanecity.org](mailto:abeck@spokanecity.org) or by sending email to [citycouncil@spokanecity.org](mailto:citycouncil@spokanecity.org). The City Council may continue this public hearing to a following meeting at their discretion.

**Additional Public Hearing:** Following the initial adoption of the interim zoning ordinance, the City Council will hold an additional public hearing on this interim zoning ordinance on **September 12, 2022** to evaluate progress and impacts from the pilot. The public may submit written comment for the City Council at [abeck@spokanecity.org](mailto:abeck@spokanecity.org) or by sending email to [citycouncil@spokanecity.org](mailto:citycouncil@spokanecity.org).

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6237, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mpiccolo@spokanecity.org](mailto:mpiccolo@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

# Ordinances

**These ordinances are published in this issue of the *Official Gazette* pursuant to passage by the Spokane City Council. It should be noted that these ordinances may be subject to veto by the Mayor. If an ordinance is vetoed by the Mayor, the Mayoral veto will be published in a subsequent issue of the *Official Gazette*.**

## 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](http://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]
<b>Building and Code Enforcement – Type I Application</b>						
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
<b>Planning Services – Type I Application</b>						
Floodplain with SEPA	Posted / Individual	Posted / Individual	No	Planning Director	No	180 days
<b>Planning Services – Type II Application</b>						
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>	Posted (excluding 2-4 lots)/ <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
<p>Notes:</p> <p>[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.</p> <p>[2] Public Hearing is required if the structure is on the National Historic Register.</p> <p>[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.</p> <p>[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.</p> <p>[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.</p>						

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;
- e. The lot is not situated in a Special Drainage District as defined in SMC 17D.060.130; and
- f. Public utility mains do not exist on the lot.

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 by City Council June 27, 2022**

**Delivered to Mayor July 1, 2022**

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**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](http://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.

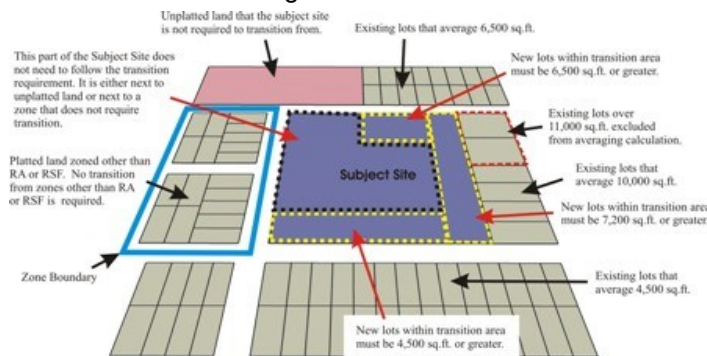
## C. Land Division.

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 with, 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
Maximum Coverage with Detached 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 width less than 40 ft. [13]	3 ft.				

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] <del>((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.]</del></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. See SMC 17C.110.225(D).</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]**

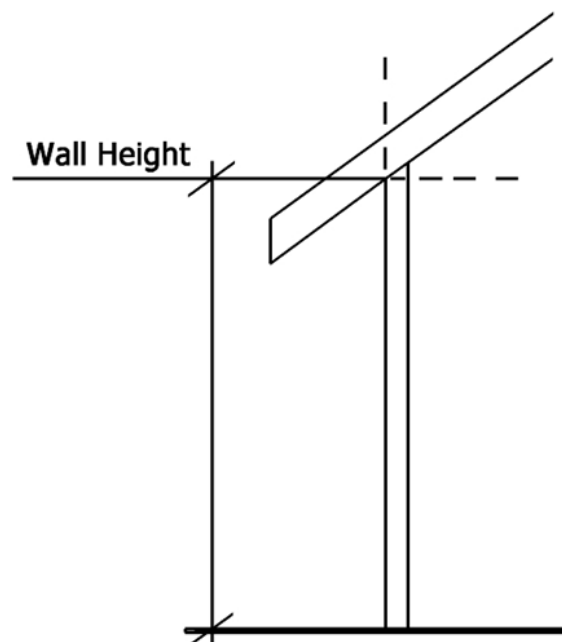
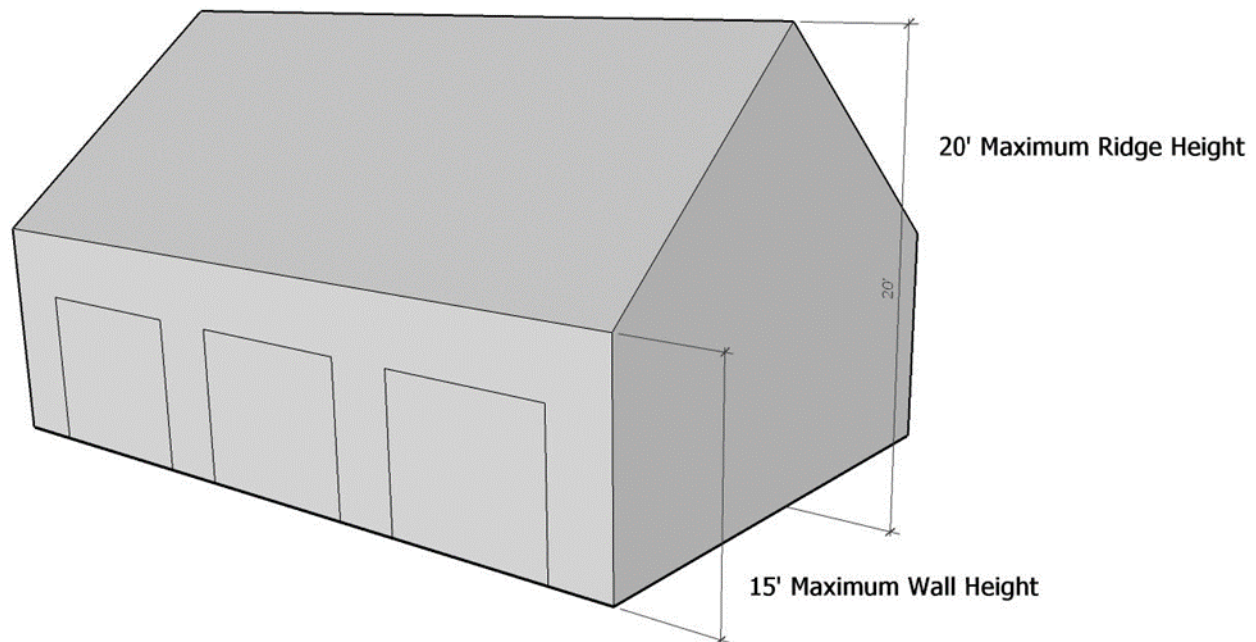
Maximum Wall Height [2]	15 ft.
Maximum Roof Height [3]	20 ft.

[1] Cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater.

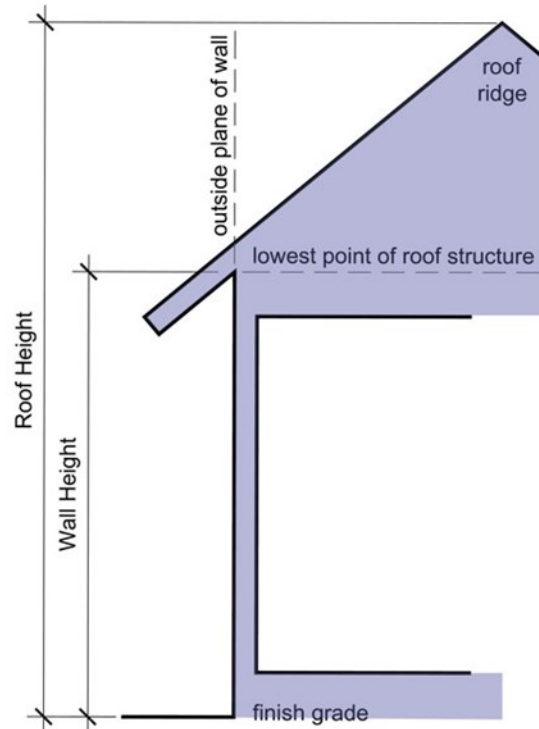
[2] The height of the lowest point of the roof structure intersects with the outside plane of the wall.

[3] The height of the ridge of the roof.

See "Example A" below.



**[Note: Delete graphic above]**



**[Note: New graphic added]**

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 nine hundred seventy-five 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.

~~((G.))~~ 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, duplex, 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 RSF, 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)):

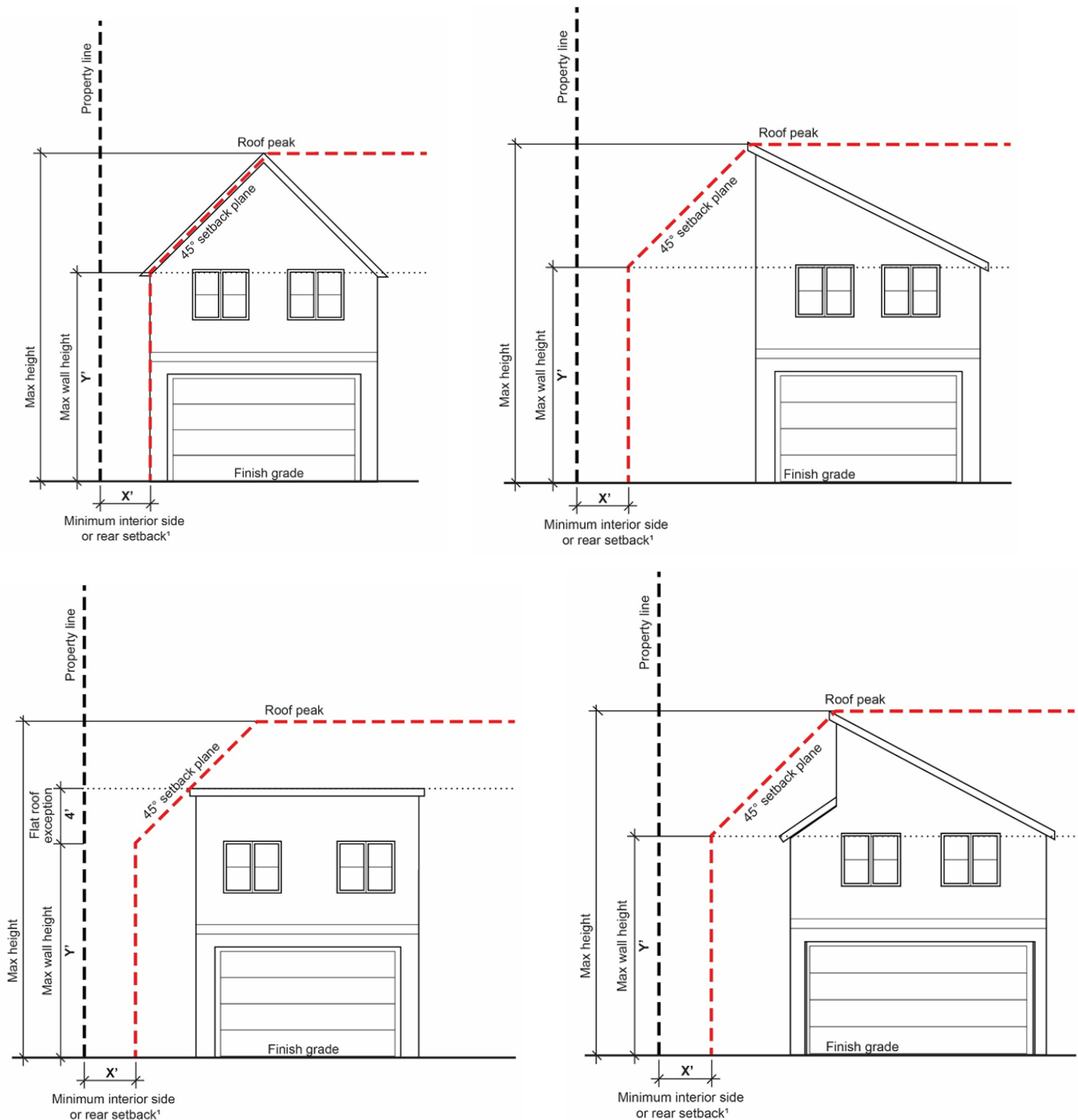
~~((a. sixty feet from the front lot line; or~~

~~b. six feet behind the house, attached house or manufactured home;))~~

~~((c.))~~ 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



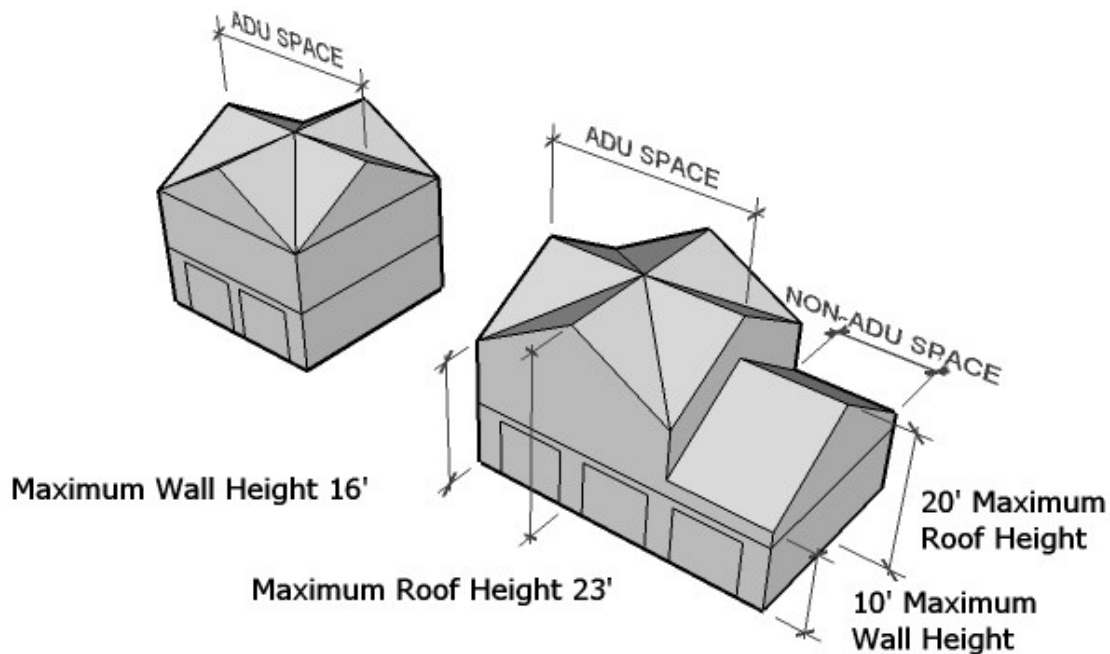
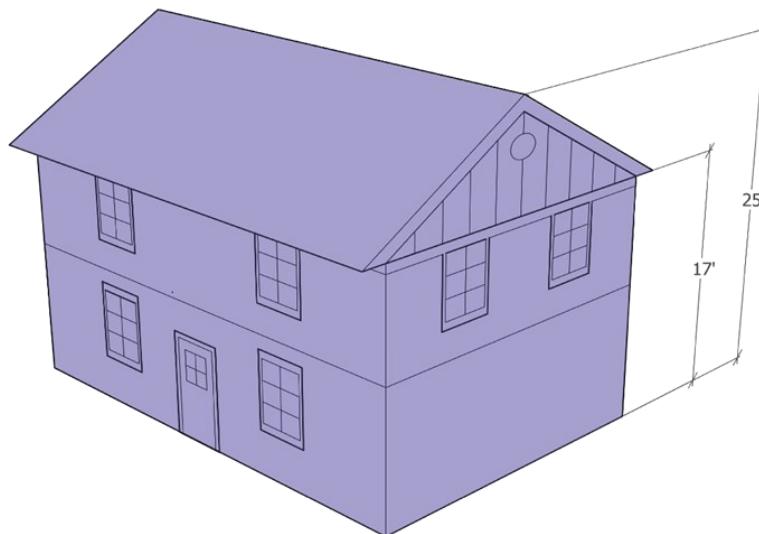
**[Note: New graphic added]**

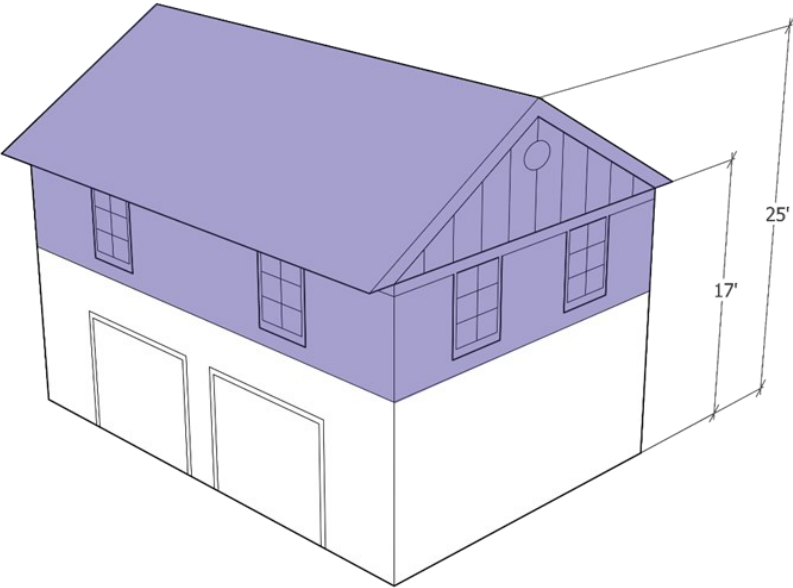
2. Height.

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.

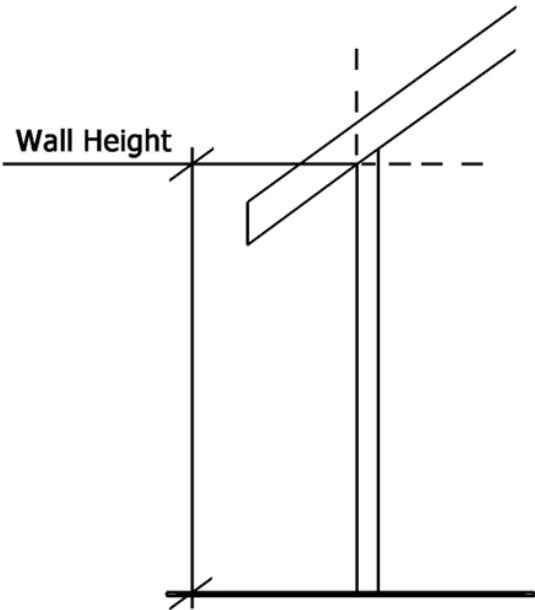
<b>TABLE 17C.300-1 MAXIMUM ROOF AND WALL HEIGHT</b>		
	<b>Maximum Height – Detached Accessory Building Attached to an ADU or Detached ADU [1]</b>	<b>Maximum Height – Detached ADU Over a Detached Accessory Structure</b>
Maximum Wall Height [2]	((40)) <u>17</u> ft.	((46)) <u>17</u> ft.
Maximum Roof Height [3]	((20)) <u>25</u> 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)) 17C.300-B" below.

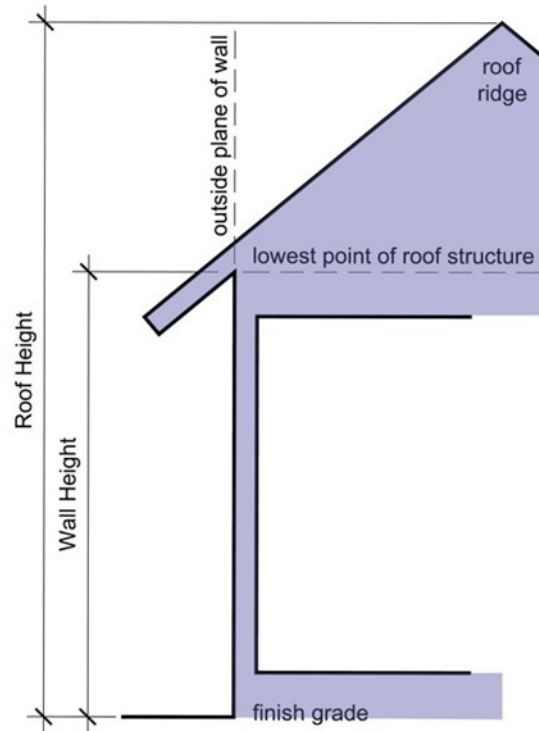
**Figure ((A)) 17C.300-B****[Note: Delete graphic above]**



[Note: New graphic added]



[Note: Delete graphic above]



**[Note: New graphic added]**

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.**

~~((Aa))~~ 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 by City Council June 27, 2022**

**Delivered to Mayor July 1, 2022**

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**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.~~  
~~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 CC3 zoning overlay. Distances are measured in a straight line between the zone/overlay boundary to the lot line of the site containing the development.~~
- ~~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.

**Passed by City Council June 27, 2022**  
**Delivered to Mayor July 1, 2022**

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#### **ORDINANCE NO, C36227**

An ordinance 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.

WHEREAS, subsequent to the adoption of the 2022 budget Ordinance No. C36161, as above entitled, and which passed the City Council December 13, 2021, it is necessary to make changes in the appropriations of the Public Safety Personnel and Crime Reduction 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 Public Safety Personnel and Crime Reduction Fund, and the budget annexed thereto with reference to the Public Safety Personnel and Crime Reduction Fund, the following changes be made:

- 1) Add two Parking Enforcement Specialist I positions (from 0 to 2) and increase the associated appropriation for salary and benefits by approximately \$69,225.

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 create an abandoned vehicle unit, 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 City Council June 27, 2022**  
**Delivered to Mayor July 1, 2022**

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**ORDINANCE NO. C36228**

An ordinance 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.

WHEREAS, subsequent to the adoption of the 2022 budget Ordinance No. C36161, as above entitled, and which passed the City Council December 13, 2021, it is necessary to make changes in the appropriations of the Public Safety Personnel and Crime Reduction 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 Public Safety Personnel and Crime Reduction Fund, and the budget annexed thereto with reference to the Public Safety Personnel and Crime Reduction Fund, the following changes be made:

- 1) Increase the appropriation by \$668,000.
- A) Of the increased appropriation, approximately \$256,000 is provided solely for wages and benefits for fire academy recruit school instructors.
- B) Of the increased appropriation, \$412,000 is provided solely for equipment needs related to the fire academy recruit school.

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 run an additional fire recruiting academy beginning in 2022, 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 City Council June 27, 2022**  
**Delivered to Mayor July 1, 2022**

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**ORDINANCE NO. C36229**

An ordinance 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.

WHEREAS, subsequent to the adoption of the 2022 budget Ordinance No. C36161, 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 a Public Defender I position in the Office of Public Defender by \$27,000.
- 2) Increase the appropriation for legal services by \$27,000.
- 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 the need transfer budget authority from personnel to

non-personnel expenses to provide expert witness legal services, 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 City Council June 27, 2022**

**Delivered to Mayor July 1, 2022**

#### **ORDINANCE NO. C36231**

An ordinance 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.

WHEREAS, subsequent to the adoption of the 2022 budget Ordinance No. C36161, as above entitled, and which passed the City Council December 13, 2021, it is necessary to make changes in the appropriations of the Forfeitures & Contributions 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 Forfeitures & Contributions Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriations by \$95,000
- A) Of the increased appropriation; \$95,000 of the increase is to be used for the procurement of used vehicles \$95,000.
- B) The increased appropriation is funded from unappropriated reserves in the Forfeitures & Contributions 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 the need to procure additional undercover vehicles, 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 City Council June 27, 2022**

**Delivered to Mayor July 1, 2022**

# **Policies and Procedures**

CITY OF SPOKANE  
WATER AND HYDROELECTRIC DEPARTMENT  
PUBLIC RULE AND PROCEDURE

RULE 4100-22-02  
LGL 2020-0024

TITLE: WATER AND HYDROELECTRIC DEPARTMENT – **FEE SCHEDULE**

EFFECTIVE DATE: DECEMBER 17, 2020

REVISION DATE: **JUNE 1, 2022**

## **1.0 GENERAL**

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.

**APPENDIX A****2022 METER FEES & TAP FEES**

<b>Meter Fees</b>	<b>Fee Dollar Amount</b>
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/ DCVA	17,002.78

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

<b><u>Miscellaneous Fees</u></b>	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

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# Job Opportunities

**We are an equal opportunity employer and value diversity within our organization. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, familial status, genetic information, veteran/military status, or disability status.**

## COMMUNITY JUSTICE SPECIALIST 029 OPEN ENTRY

**DATE OPEN:** Monday, July 4, 2022

**DATE CLOSED:** Monday, July 25, 2022 at 4:00 p.m.

**SALARY:** \$37,959.84 annual salary, payable bi-weekly, to a maximum of \$59,645.81

### DESCRIPTION:

Performs specialized support functions for the Community Justice Services Department, including facilitation of probation casework and conduct of pre-trial interviews, other defendant contacts, and intake procedures.

### DUTIES:

*This description was prepared to indicate the kinds of activities and levels of work difficulty required of positions in this class. It is not intended as a complete list of specific duties and responsibilities.*

- Assists Community Justice Counselors in managing caseloads. Reviews cases, schedules appointments, and enters data in case files.
- Conducts pre-trial interviews of defendants to determine indigence and social service needs. Assists Community Justice Counselors in determining pre-trial release and post-sentence recommendations to the Court.
- Assists with intake interviews and risk/needs assessments; assists in developing case plans by assessing community and state resources; reviews criminal history records; requests criminal records such as police reports and conducts office visits when needed.
- Notifies defendants of their obligations regarding court conditions and supervision terms, and the implementation of general and special court conditions of release.
- Assists in monitoring attendance and participation in court-ordered treatment and other alternatives to incarceration. Maintains appropriate participation and treatment records, and compiles statistical data.
- Administers portable breath tests.
- Facilitates evidence-based group and individual cognitive-based programming.
- Performs related work as required.

### MINIMUM QUALIFICATIONS:

*Combinations of education and experience that are equivalent to the following minimum qualifications are acceptable.*

### Open-Entry Requirements

- Education: Equivalent to an associate degree from an accredited college or university with major coursework in criminal justice, social work, psychology, or related field; **and**
- Experience: One year of experience as a caseworker, detention/correction officer, law enforcement officer, or a closely related professional position.

### Licenses and Certifications:

- Possession of a valid driver's license or evidence of equivalent mobility, to be maintained throughout employment.

### Background Check:

- All applicants are subject to a thorough background investigation, including criminal history. A criminal history that affects an applicant's ability to be certified for access to federal, state, and local criminal justice databases constitutes a bar to employment as a Community Justice Specialist.

### EXAMINATION DETAILS:

All applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

Upon request, at time of application, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- T&E 100%

**TRAINING AND EXPERIENCE EVALUATION DETAILS:**

The Community Justice Specialist T&E with instructions will be emailed prior to 4:00 p.m. Pacific time on Thursday, July 28, 2022, via a link from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)). The test will be available for log-in from 4:00 p.m. Pacific time on Thursday, July 28, 2022, until 4:00 p.m. Pacific time the following Tuesday, August 2, 2022.

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered.

**TIP:** It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

Please contact our office at 509-625-6160 immediately if you have any difficulties submitting your application.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 30th day of June 2022.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

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**PLAN EXAMINER SPN 328  
PROMOTIONAL**

**DATE OPEN:** Tuesday, July 5, 2022

**DATE CLOSED:** Monday, July 18, 2022 at 4:00 p.m.

**SALARY:** \$62,640.00 annual salary, payable bi-weekly, to a maximum of \$88,886.16

**DESCRIPTION:**

Performs responsible plan examinations in reviewing the plans and specifications of proposed buildings and structures for conformance with City codes and accepted engineering practices.

**DUTIES:**

- Reviews and inspects plans and specifications for proposed buildings and structures. Supervises permit activities, authorizes the issuance of building permits, and gives guidance and coordination to the review process.
- Prepares reports and recommendations relating to interpretations and changes of ordinances, codes, and regulations.
- Provides counsel and advice to inspection staff regarding more technical code interpretations and problems.
- Consults with, and provides counsel and advice to architects, engineers, contractors, and private homeowners regarding the interpretation and conformity to codes and regulations.

- Makes field inspections of proposed and existing buildings. Submits reports and recommendations on building conditions and the interpretation of code requirements necessary for construction projects.
- Maintains files and records consistent with efficient and expeditious handling of plans in order to properly issue building permits.
- Assists other departments or divisions of the department on matters related to the interpretation and enforcement of codes.
- Operates an automobile and drafting equipment.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:****Promotional Requirements:**

(Current employees of the City of Spokane may meet the promotional requirements. Promotional applicants must meet at least one of these requirements at the date of the examination.)

1. Three years of City experience performing inspections with ICC/IAPMO or Washington State certification in at least one of the following areas:
  - Building
  - Electrical
  - Mechanical
  - Plumbing
  - Structural masonry
  - Structural steel and welding
  - Reinforced concrete
  - Prestressed concrete
  - Boiler
  - Elevator; **or**
2. Attainment of at least one of the open-entry requirements.

**Open Entry Requirements:**

1. Possession of ICC/IAPMO certification as a Combination Inspector;
2. Possession of ICC/IAPMO certifications as a Building, Electrical, Plumbing, or Mechanical Inspector; or
3. Graduation from an accredited four-year college or university with a degree in Building Theory and Practice, Civil Engineering, Architecture or related field.

**EXAMINATION DETAILS:**

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for promotion. Qualified applicants are encouraged to apply immediately. Online applications must be completed and submitted before 4:00 p.m. on the closing date.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a Training and Experience Evaluation (T&E) and performance evaluation (PAR), with scoring weight assigned as follows:

- T&E: 80%
- PAR: 20%

**TRAINING AND EXPERIENCE EVALUATION DETAILS:**

Qualified applicants will receive a link to the T&E, via email, prior to 4:00 p.m. Pacific Time on Thursday, July 21, 2022. Please note that this email will be sent from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)). The test will be available for log-in until 4:00 PM Pacific time on Tuesday, July 26, 2022.

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications as posted on the job announcement.
- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.

- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered.

**PROMOTIONAL EVALUATION DETAILS:**

The PAR should be administered by the employee's supervisor within the past year.

- The employee's most recent PAR is the Promotional Evaluation for this position.
- If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

Please contact our office at 509-625-6160 immediately if you have any difficulties submitting your application.

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 29th day of June 2022.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

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**FIRE EQUIPMENT OPERATOR SPN 932  
PROMOTIONAL**

**DATE OPEN:** Tuesday, July 5, 2022

**DATE CLOSED:** Tuesday, July 19, 2022 at 4:00 p.m.

**SALARY:** \$85,832.67 annual salary, payable bi-weekly, to a maximum of \$97,154.97

**DESCRIPTION:**

Performs specialized firefighting work with principal assignment as a driver or tiller operator on various heavy-duty, special purpose, fire department emergency vehicles.

**DUTIES:**

- Drives a pumper, tiller, pumper-ladder, aerial ladder, or other heavy-duty firefighting equipment.
- Operates various mechanical and auxiliary fire apparatus. Operates pumps, medical equipment, aerial ladders, and other hydraulic equipment. Removes persons from danger, administers first aid and/or basic life support, and performs post incident operations.
- Responds to fire, medical and other incidents, with a company. Participate in general firefighting, rescue, and salvage work such as: laying hose, holding, advancing and directing nozzle and water streams; raises and climbs ladders; uses standard firefighting equipment; performs necessary life safety, incident mitigation and property conservation tasks at fires and hazardous materials incidents.
- Responds to medical incidents and operates oxygen delivery equipment; uses blood pressure cuff and stethoscope to take patient's vital signs; performs CPR; utilizes various splinting devices and other emergency medical equipment; assists paramedics and ambulance personnel in the care of patients.
- Periodically inspects assigned area to become familiar with buildings, location and condition of fire hydrants and streets, to identify potential operational hazards and dangers and to compile comprehensive pre-incident plans.
- Participates in fire drills, and attends training courses in driving, fire prevention, firefighting, emergency medical techniques, and related subjects.
- Performs such fire prevention functions as inspections of business establishments and schools in an assigned district, and checking for and assisting community residents to eliminate hazards and potential fire dangers, presents current fire prevention programs to schools, organizations and the public.

- Performs daily and periodic checks of fire equipment, medical equipment, and emergency vehicles. Reports those conditions which need attention to the supervisor. Participates in the recovery, cleaning and inspection of equipment after incidents. Performs general housekeeping and maintenance work in the upkeep of the assigned station and equipment.
- Performs related work as required.

#### **MINIMUM QUALIFICATIONS:**

##### **Promotional Requirements:**

(Current employees of the City of Spokane may meet the promotional requirements. All promotional requirements must be met at the date of the examination.)

- *Experience:* Completion of two years of service with the Spokane Fire Department in the classification of Firefighter (SPN: 931); **AND**,
- *Training:* Successful completion of the Equipment Operator Training as provided by the Spokane Fire Department.
- *License:* Possession of a valid driver's license.

#### **PHYSICAL REQUIREMENTS**

- Ability to see, with or without corrective lenses, well enough to read fine print such as hydrant maps or digital pager; drive apparatus.
- Ability to hear, with or without a hearing aid, and speak well enough to converse on a two-way radio or telephone and give or receive orders in muffled conditions.
- Ability to walk and stoop around equipment.
- With full protective clothing on and using self contained breathing apparatus, enough body mobility to crawl in a smoke filled building, carry equipment up a ladder, maintain balance in precarious positions and to work with tools in a confined space or climb a variety of ladders.
- Enough manual dexterity to write reports, use a computer and operate equipment or apparatus.
- Enough stamina and tolerance to work in emergencies and outdoors under adverse hazardous atmospheres for long periods of time.
- Enough strength to lift, carry or drag or otherwise rescue heavy people and coordination to operate equipment.

#### **EXAMINATION DETAILS:**

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for promotion. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

#### **EXAM DETAILS:**

The examination will consist of a written multiple-choice test and promotional evaluation worksheet, with weights assigned as follows:

- Written Multiple-Choice Test: 80%
- Promotional Evaluation Worksheet: 20%

#### **WRITTEN MULTIPLE-CHOICE TEST DETAILS:**

**The multiple-choice test will be conducted at the Fire Training Center (1618 N. Rebecca St.) on Wednesday, July 27, 2022, at 9:00 a.m.** The duration of the exam is scheduled for 2 hours. The test will include subjects as outlined in the **2022 SFD FEO Promotional Exam Bibliograph**.

#### **PROMOTIONAL EVALUATION WORKSHEETS:**

An email containing the Promotional Evaluation Worksheet and instructions will be sent to all qualifying applicants the week of July 18, 2022, after the recruitment closes.

#### **TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with **Job Title – Applicant Name** in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 29th day of June 2022.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### Monroe Grind & Overlay Engineering Services File No. 2020100

This project consists of the construction of approximately, 14,000 square yards of HMA pavement, 1,000 square yards of pavement repair, 14,000 square yards of grinding, and 500 square yards of sidewalk, 3 sanitary sewer manholes, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. July 25, 2022, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

Cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY-FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2022 Standard Specifications.

**Note regarding new apprentice program requirements:** Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix B. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Publish: July 6, 13, and 20, 2022

**2021 Residential Grind and Overlay - North  
Engineering Services File No. 2021044**

This project consists of the construction of approximately 48,500 square yards of 2-inch thick HMA pavement, 7,200 square yards of pavement repair, 30,000 square yards of grinding, 400 linear feet of storm sewer, 21 drainage structures, and 600 square yards of sidewalk, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. July 18, 2022, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

Cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within FIVE (5) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY-FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2022 Standard Specifications.

**Note regarding new apprentice program requirements:** Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix B. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

**\*\*\*\*Time is of the essence due to the length of the construction window and/or the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames as detailed in section 1-03.3, 1-08.4, and 1-08.5.**

Publish: June 29, July 6 & 13, 2022

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2022 Residential Chip Seal Program

Engineering Services File No. 2022043  
**TWO WEEK BID PERIOD**

This project consists of the construction of approximately 63,500 square yards of chip seal, including associated crack sealing, pavement repair, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. July 11, 2022, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be

delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

Cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY-FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2022 Standard Specifications.

**Note regarding new apprentice program requirements:** Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix B. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Publish: June 29, July 6, 2022

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### NOTICE OF INTENT TO AWARD SOLE SOURCE

The City of Spokane intends to establish a sole source purchase from **Stryker**, 11811 Willow Road NE, Redmond, WA, 98052 to provide the following:

Stryker ALS360 Program, SFD Capital Medical Devices Program  
For  
City of Spokane Fire Department

Firms who believe they can compete for this requirement are required to submit via email a brief statement of their intent to compete. The statement and any other questions regarding this sole source should be directed to Thea Prince, Senior Procurement Specialist at: [tprince@spokanecity.org](mailto:tprince@spokanecity.org) by **July 13, 2022 at 5:00 pm**. The City of Spokane does not guarantee that firms responding to this notice will be rendered a request to tender an offer for this procurement. In addition, the City of Spokane does not guarantee that any solicitation will occur for this procurement, but reserves the right to solicit proposals.

Firms who have not already done so should register at [www.mrscrosters.com](http://www.mrscrosters.com).

Dated this 20<sup>th</sup> day of June, 2022

Thea Prince  
Senior Procurement Specialist

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