



Official Gazette

City of Spokane, Washington

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

Volume 114

NOVEMBER 13, 2024

Issue 46



MAYOR AND CITY COUNCIL

MAYOR LISA BROWN

COUNCIL PRESIDENT BETSY WILKERSON

COUNCIL MEMBERS:

JONATHAN BINGLE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

PAUL DILLON (DISTRICT 2)

KITTY KLITZKE (DISTRICT 3)

LILI NAVARRETE (DISTRICT 2)

ZACK ZAPPONE (DISTRICT 3)

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Minutes

MINUTES OF SPOKANE CITY COUNCIL

Monday, October 28, 2024

BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:32 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington. A recording of the meeting can be found at the following link: <https://vimeo.com/spokanecitycouncil>.

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Navarrete (appearing virtually), and Zappone were present. Council Member Klitzke arrived at 3:42 p.m.

City Administrator Alex Scott; Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

Current Agenda Review

The City Council reviewed the October 28, 2024, Current Agenda for any changes.

RES 2024-0096 (Council Sponsors: Council Members Zappone, Dillon, and Klitzke)

Motion by Council Member Zappone, seconded by Council Member Dillon, **to suspend** Council Rules to allow Resolution 2024-0096—stating the Spokane City Council's opposition to statewide Initiative Measure No. 2117, concerning carbon tax credit trading,

submitted to the 2024 Washington Legislature and referred to vote of the people on the November 5, 2024 general election ballot, which initiative, if adopted, would repeal the Cap-and-Invest Program created by the state's Climate Commitment Act—to remain on the agenda; **carried 6-0**.

Motion by Council Member Zappone, seconded by Council Member Dillon, **to add** Resolution 2024-0096 to the agenda; **carried 6-0**.

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to adopt** the Cathcart Proposed Amendment to Resolution 2024-0096 filed October 24, 2024; **failed 2-5**.

(Council Member Klitzke arrived at 3:42 p.m. during discussion on Resolution 2024-0096)

Resolution 2024-0100 (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to adopt** the Cathcart Proposed Amendment to Resolution 2024-0100—adopting the Centers and Corridors Update Study as a guide for developing updates Centers and Corridors policies and development regulations as adopted in the City of Spokane's Comprehensive Plan and the Spokane Municipal Code—filed October 25, 2024; **carried 7-0**.

Advance Agenda Review

The City Council received an overview of the November 4, 2024, Advance Agenda items.

Emergency Ordinance C36570 (Deferred from October 14, 2024, Advance Agenda during the October 7, 2024, 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Cathcart and Bingle)

Motion by Council Member Dillon, seconded by Council Member Klitzke, **to defer** Emergency Ordinance C36570—relating to the siting and operation of city-owned and city-funded facilities, amending Sections 12.05.005, 12.05.062, and 12.05.063 of the Spokane Municipal Code, and declaring an emergency—until after the roundtables and Town Hall relating to homelessness have concluded; **carried 5-2**.

Action to Approve November 4, 2024, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the November 4, 2024, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Klitzke, seconded by Council Member Zappone, **to approve** the November 4, 2024, Advance Agenda, as modified; **carried 5-2.**

Council Recess/Executive Session

The City Council recessed at 4:35 p.m. No Executive Session was held. The City Council reconvened at 6:03 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Land Acknowledgement

Council President Wilkerson started the meeting off by reading the "Land Acknowledgement" (adopted by City Council on March 22, 2021, under Resolution 2021-0019) which appears on page 2 of the agenda.

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Wilkerson.

Poetry at the Podium

Steve Alder presented the poem "Stories" and Sarah Reed presented the poem "Prayer to Psyche."

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Dillon, Klitzke (appearing virtually), Navarrete, and Zappone were present.

Giacobbe Byrd, Director-City Council Office and Legislative Assistant Shae Blackwell; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

There were no **Mayoral Proclamations.**

There were no **Reports from Community Organizations.**

BOARD AND COMMISSION APPOINTMENTS

Appointments to Climate Resilience & Sustainability Board (CPR 2024-0030)

After public testimony and Council commentary, the following actions were taken:

Upon 5-2 Voice Vote, the City Council **approved (and thereby re-confirmed)** the appointments of Matthew Hollon, Bob Lutz, Larry Luton, Happy Avery, Amanda Parrish, and Elyse Hochstadt to the Climate Resilience & Sustainability Board for two-year terms from October 14, 2024, to October 14, 2026.

Upon 7-0 Voice Vote, the City Council **approved (and thereby confirmed)** the appointments of Brian Henning and Kathryn Alexander (taken separately together) to the Climate Resilience & Sustainability Board for two-year. Mr. Henning's appointment was a reconsideration of an appointment that was previously approved on October 14, 2024, and is effective from October 14, 2024, to October 14, 2026. Ms. Alexander's appointment is effective from October 28, 2024, to October 28, 2026.

(Clerical Note: The following appointments were previously approved by City Council on October 14, 2024, and they were brought back for reconsideration at this (October 28, 2024) meeting by Council action on October 21, 2024: Larry Luton, Happy Avery, Amanda Parrish, Brian Henning, and Elyse Hochstadt.)

CONSENT AGENDA

After public testimony and Council commentary, the following action was taken:

Upon 7-0 Voice Vote, the City Council **approved** Staff Recommendations for the following items;

Set public hearing for November 4, 2024, on possible revenue sources for the 2025 Budget. (FIN 2024-0001) (Council Sponsor: Council President Wilkerson and Council Members Cathcart and Zappone)

Set public hearing for November 4, 2024, for the Citywide Capital Improvement Program 2025-2030. (FIN 2024-0001) (Council Sponsor: Council President Wilkerson and Council Members Cathcart and Zappone)

Acceptance of the Program Year 2024 Community Development Block Grant (CDBG) Grant Agreement—\$3,046,666. (OPR 2024-0904) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

Nomination to list the East Central Community Center located at 500 South Stone Street on the Spokane Register of Historic Places. (OPR 2024-0905) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

Purchase and Sale Agreement to purchase public improvements within the Kendall Yards Subarea of the West Quadrant TIF as part of the build-out of that project—\$607,322.57. (OPR 2024-0906) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

Consultant Agreement with Seva Workshop, LLC (Seattle, WA) to facilitate engagement, analysis and development of the 5th Avenue Community Subarea Plan from October 28, 2024, through December 31, 2026—\$329,200 (plus applicable tax). (OPR 2024-0907 / RFQu 6132-24) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

Multiple Family Housing Property Tax Exemption Conditional Agreement with Sharp Project, LLC, for the future construction of approximately 5 units at Parcel Number 35181.3407, commonly known as 441 W. Sharp Avenue. The Conditional Agreement will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office post construction. (OPR 2024-0908) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

Acceptance of Washington State Department of Commerce Grant for periodic update of the City of Spokane Comprehensive Plan—\$162,500 for state fiscal year 2024/2025. (OPR 2024-0909) (Relates to OPR 2024-0910 below, and Resolution 2024-0099) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through October 18, 2024, total \$12,093,938.75 (Check Nos.: 606399-606521; Credit Card Nos.: 000794-000811; ACH Nos.: 134283-134508), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$11,739,684.57. (CPR 2024-0002)

- a. City Council Meeting Minutes: October 3, October 7, October 10, and October 17, 2024. (CPR 2024-0013)
- b. City Council Public Infrastructure, Environment and Sustainability Standing Committee Meeting Minutes: August 19, September 16, and October 21, 2024. (CPR 2024-0019)

Contract with BERK Consulting, Inc. (OPR 2024-0910 / RFQu 6026-23) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke) (taken separately)

Upon 5-2 Voice Vote, the City Council **approved** Contract with BERK Consulting, Inc. for consulting services for Environmental Review for Periodic Update to Comprehensive Plan and Critical Areas Ordinance regulation support (CAO updates are state mandated)—\$505,000. (Relates to OPR 2024-0909 above.)

Contract Amendment No. 2 with the Washington State Department of Commerce (OPR 2022-0836) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke) (taken separately)

Upon 5-2 Voice Vote, the City Council **approved** Contract Amendment No. 2 with the Washington State Department of Commerce to increase revenue as part of the Right of Way (ROW) initiative for the City of Spokane—\$154,406.05. New Contract Amount: \$368,448.06. (OPR 2022-0836)

Contract Amendment No. 2 with the Washington State Department of Commerce for ROW (OPR 2023-0083) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke) (taken separately)

Upon 5-2 Voice Vote, the City Council **approved** Contract Amendment No. 2 with the Washington State Department of Commerce for Right of Way (ROW) acceptance and reimbursement of funds—deobligation of \$1,050,733.77. New Contract Amount: \$5,900,541.23. (OPR 2023-0083)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCE

Special Budget Ordinance C36595 (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

After an opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36595** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane

government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Building Services (DSC) Fund

- 1) Add one classified Plan Examiner position (from 6 to 7).
 - 2) Add one classified Engineering Tech IV (from 1 to 2).
 - 3) Add one Planner I (from 1 to 2).
 - 4) Add one Office Clerk Specialist (from 0 to 1).
 - 5) Increase the appropriation by \$71,986.
- A) Of the increased appropriation, \$71,986 is provided solely for base wages and associated employee benefits.

(This action arises from the need to add four new positions in the DSC department to support plan review activities.)

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2024-0096 (Council Sponsors: Council Members Zappone, Dillon, and Klitzke)

After public testimony and Council commentary, the following action was taken:

Upon 5-2 Roll Call Vote, the City Council **adopted Resolution 2024-0096** stating the Spokane City Council’s opposition to statewide Initiative Measure No. 2117, concerning carbon tax credit trading, submitted to the 2024 Washington Legislature and referred to vote of the people on the November 5, 2024 general election ballot, which initiative, if adopted, would repeal the Cap-and-Invest Program created by the state’s Climate Commitment Act.

Ayes: Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: Bingle and Cathcart
Abstain: None
Absent: None

Resolution 2024-0098 (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

After an opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0098** directing City of Spokane Planning Services staff to conduct a subarea planning process for the 5th Avenue area of the East Central Neighborhood as the framework and actionable vision for inclusive community development through an integrated land-use, transportation, housing and economic development approach guided by the principles of equity and co-design.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Resolution 2024-0099 (Relates to OPR 2024-0909 and OPR 2024-0910) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0099** directing City of Spokane Planning & Economic Development Department to initiate the periodic review of the City’s Comprehensive Plan by conducting community engagement, analyzing growth alternatives, and conducting an environmental impact statement (EIS) in conformance with the Growth Management Act.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Resolution 2024-0100 (As amended during the 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

After an opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0100**, as amended, adopting the Centers and Corridors Update Study as a guide for developing updates Centers and Corridors policies and development regulations as adopted in the City of Spokane's Comprehensive Plan and the Spokane Municipal Code.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

There were no **Final Reading Ordinances**.

FIRST READING ORDINANCES

The following Ordinances were read for the first time, with further action deferred. Public testimony was received on the First Reading Ordinance; however, no individuals were signed up to speak on the ordinances.

- ORD C36596** Amending Title 17 of the Spokane Municipal Code to update land use application procedures which clarify, expedite, and consolidate the land use permitting process in accordance with Senate Bill 5290. Specifically amending Section 17A.020.030 "C" Definitions, Section 17A.020.200 "T" Definitions, Section 17E.020.080 Application Submittal Requirements, Section 17E.030.060 Establishment of Development Permit, Section 17E.040.080 Application Submittal Requirements, Section 17E.070.080 Application Submittal Requirements, Section 17G.061.110 Application Requirements, Section 17G.061.120 Determination of a Complete Application, Section 17G.061.130 Application Time Limits, Section 17G.061.150 Modification of Applications and Permits, Section 17G.080.040 Short Subdivisions, Section 17G.080.060 Binding Site Plan, setting an effective date, and other matters properly related thereto. (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)
- ORD C36597** Relating to council membership on the Community Housing and Human Services Board, and amending Section 04.34A.030 of the Spokane Municipal Code. (Council Sponsors: Council Members Zappone, Dillon, and Navarrete)
- ORD C36598** Of the City of Spokane, Washington, adopting a Six-year Citywide Capital Improvement Program for the years 2025 through 2030 and amending the Citywide Capital Improvement Program (CIP) as referenced in Appendix C of the City of Spokane Comprehensive Plan. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

There were no **Special Considerations**.

There were no **Hearings**.

[The City Clerk left the meeting at 7:02 p.m. (pursuant to Council Rule 2.2.A). Open Forum speaker information and motion of adjournment and adjournment time were provided by Council Director Jacobbe Byrd for the minutes.]

OPEN FORUM

The following action was taken at the beginning of Open Forum:

Motion by Council Member Bingle, seconded by Council Member Dillon, **to allow** all who signed up to speak; **carried 7-0**.

The following individual(s) spoke during the Open Forum:

- Will Hulings
- Terry Hill
- Wendy Fishburne
- Krista Featherstone
- HT Higgins
- Kerry Johnson
- Sheri Johnson
- Larry Andrews
- Dave Bilisland
- Sunshine Wigen
- Tim Kinley
- Anita Doberman
- Justin Haller
- Earl Moore
- Troy Puyear
- Bill Deline
- Vic Frazier
- Megra Flatman
- Amber Durkoop
- Doug Engle

ADJOURNMENT

Motion by Council Member Klitzke, seconded by Council Member Dillon, **to adjourn; carried 7-0.**

There being no further business to come before the City Council, the meeting adjourned at 7:48 p.m.

MINUTES OF SPOKANE CITY COUNCIL

Monday, November 4, 2024

BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington. A recording of the meeting can be found at the following link: <https://vimeo.com/spokanecitycouncil>.

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Dillon, Klitzke, Navarrete (appearing virtually), and Zappone were present.

City Administrator Alex Scott; Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

Governor's Award for SMART Projects for the Cochran Basin Stormwater Improvement Projects

Public Works Director Marlene Feist reported that earlier today (November 4) the City of Spokane was presented with the Governor's Award for SMART Projects for the Cochran Basin Stormwater Improvement Projects. The Cochran Basin is the largest stormwater collection area, collecting runoff from over 5,000 acres from residential, commercial, and light industrial zoned properties in north Spokane. A video was displayed of Dave Andersen, Managing Director, Growth Management Services, presenting the award to the City of Spokane for the Cochran Basin. He noted during the video that this is an outstanding example of a project that achieves multiple benefits with a single project.

Candidate Interview – Plan Commission

The City Council interviewed Tyler Tamoush, candidate for appointment to the Plan Commission.

Current Agenda Review

The City Council reviewed the November 4, 2024, Current Agenda.

Final Reading Ordinance C36575 (Deferred from September 30, 2024, Agenda) (Council Sponsors: Council Members Klitzke and Dillon)

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to adopt** both the Dillon and Cathcart Proposed Amendments to Final Reading Ordinance C36575—regarding the preservation of salvageable material; amending section 08.02.031 of the Spokane Municipal Code; adopting a new chapter 15.06 to Title 15 of the Spokane Municipal Code—filed November 1, 2024; **carried 7-0.** (Note: The Cathcart amendment updates the title of the ordinance to the following: Ordinance C36575 titled the Mary's Place Preservation Law regulating the preservation of salvageable material; amending section 08.02.031 of the Spokane Municipal Code; adopting a new chapter 15.06 to Title 15 of the Spokane Municipal Code.)

First Reading Ordinance C36600 (Council Sponsors: Council President Wilkerson and Council Member Zappone)

Motion by Council Member Zappone, seconded by Council Member Klitzke, **to adopt** the Zappone Proposed Amendment to First Reading Ordinance C36600—relating to oversight of transportation infrastructure, amending Section 04.40.050 of the Spokane Municipal Code, and repealing sections 12.01.200 through 12.01.210 of the Spokane Municipal Code—filed October 31, 2024; **carried 7-0.**

Advance Agenda Review

The City Council received an overview of the November 11, 2024, Advance Agenda items.

Set Public Hearings for review of 2025-2026 Proposed Biennium Budget (FIN 2024-0001) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Motion by Council Member Cathcart, seconded by Council Member Dillon, **to suspend** Council Rules for the purpose of amending and adjusting Consent Agenda Item No. 1 on the November 11, 2024, Advance Agenda, setting hearings for the review of the 2025-2026 Proposed Biennium Budget; **carried 7-0.**

Motion by Council Member Cathcart, seconded by Council Member Dillon, **to amend** Consent Agenda Item No. 1 on the November 11, 2024, Advance Agenda, setting hearings for the review of the 2025-2026 Proposed Biennium Budget to include hearing date of November 11, 2024, and move the item to today's (November 4) Consent Agenda; **carried 7-0.**

Action to Approve November 11, 2024, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the November 11, 2024, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Klitzke, seconded by Council Member Dillon, **to approve** the November 11, 2024, Advance Agenda, as modified; **carried 7-0.**

Council Recess/Executive Session

The City Council recessed at 4:20 p.m. No Executive Session was held. The City Council reconvened at 6:02 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Land Acknowledgement

Council President Wilkerson started the meeting off by reading the "Land Acknowledgement" (adopted by City Council on March 22, 2021, under Resolution 2021-0019) which appears on page 2 of the agenda.

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Wilkerson.

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Dillon, Klitzke, Navarrete (appearing virtually), and Zappone were present.

Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

There were no **Mayoral Proclamations.**

There were no **Reports from Community Organizations.**

There were no **Boards and Commissions Appointments**.

(Clerical Note: Items on the November 4, 2024, City Council Agenda were taken out of order, with items under “Hearings” be considered first, followed by the “Consent Agenda,” “Resolutions & Final Reading Ordinances,” and then “First Reading Ordinances.” For Council action on the items under “Hearings,” see section of minutes below under “Hearings.”)

CONSENT AGENDA

After public testimony and Council commentary, the following actions were taken:

Upon 7-0 Voice Vote, the City Council **approved** Staff Recommendations for the following items; **carried 7-0**:

Purchases from Pape Machinery (Spokane) for the Waste to Energy Facility of:

- a. John Deere 316GR Skid Steer Loader—\$64,234.67 (incl. tax). (OPR 2024-0924)
- b. John Deere 85P Tier Excavator equipped with a waste grapple, 18" bucket and thumb—\$171,671.04 (incl. tax). (OPR 2024-0925)

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

Contract Renewal 1 of 4 with Clean Energy dba Clean Energy Corp. (Newport Beach, CA) for operation and maintenance services for the compressed natural gas (CNG) site from October 1, 2024, to September 30, 2025—\$250,000 (plus applicable tax). (OPR 2023-1095) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Five-year Value Blanket with Oxarc (Spokane) for the as-needed purchase of hydrochloric acid for use at the Waste to Energy Facility from January 1, 2025, to December 31, 2029—not to exceed \$625,000 (plus tax) (\$125,000 annually). (OPR 2024-0926 / ITB 6063-24) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Value Blanket Renewal 2 of 4 with Helfrich Brothers Boiler Works, Inc. (Lawrence, MA) for the purchase of superheater tube panels for use at the Waste to Energy Facility from December 15, 2024, to December 14, 2025—not to exceed \$3,750,000 (plus tax). (OPR 2022-0901 / ITB 5754-22) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Value Blanket Renewal 4 of 4 with WEMCO, Inc. (Spokane) for the as-needed purchase of mechanical OEM parts for the refuse crane system at the Waste to Energy Facility from December 1, 2024, to November 30, 2025—not to exceed \$160,000 (plus tax). (OPR 2020-0855 / RFQ 5338-20) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Contract renewal 3 of 4 with Knight Const. & Supply, Inc. (Deer Park, WA) for mechanical repairs at the Waste to Energy Facility from November 1, 2024, to October 31, 2025—not to exceed \$2,200,000 (plus tax). (OPR 2021-0716 / PW ITB 5506-21) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Contracts for the transportation of topsoil to the Northside Landfill for the Solid Waste Disposal Department from November 15, 2024, to November 14, 2025 with:

- a. Action Materials (Spokane)—not to exceed \$65,000 (plus tax). (OPR 2024-0927 / RFQ 6237-24)
- b. Circle M Construction & Landscape Supplies, Inc. (Spokane Valley, WA)—not to exceed \$65,000 (plus tax). (OPR 2024-0928 / RFQ 6237-24)

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

Public Works Agreement with Industrial Service Solutions aka Bay Valve Service, LLC (Longview, WA) for on-site valve repair services at the Waste to Energy Facility from January 1, 2025, to December 31, 2025—not to exceed \$150,000 (plus tax). (OPR 2024-0929 / ITB 6163-24) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Five-year Preventative Maintenance Agreements with WEMCO, Inc. (Spokane) for the Waste to Energy Facility from January 1, 2025, to December 31, 2029, for:

- a. Crane, hoist, trolley and lifeline preventative maintenance and inspections—not to exceed \$430,000 (plus tax) (\$86,000 annually). (OPR 2024-0930 / ITB 6184-24)

- b. Bridge crane maintenance and inspections—not to exceed \$370,000 (plus tax) (\$74,000 annually). (OPR 2024-0931 / ITB 6185-24)

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

Purchase from Titan Truck Equipment (Spokane Valley, WA) of two service truck bodies for the Water Department—\$121,693.42 (incl. tax). (OPR 2024-0932 / RFQ 6224-24) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Purchase from Core & Main (Spokane Valley, WA) of miscellaneous water product fittings for connections to the new West Plains Booster Station project—\$177,300.46 (incl. tax). (OPR 2024-0933 / RFQ 6230-24) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Public Works Agreement with K&N Electric Motors, Inc. (Spokane Valley, WA) to replace the failing trash rake on Powerhouse 2 at the Upriver Hydroelectric Project—\$1,246,438.37. (OPR 2024-0934 / PW ITB 6208-24) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Purchases from Salt Distributors, Inc. (Spokane Valley, WA) for the Streets Department of:

- a. Road Salt—\$140,000. (OPR 2024-0935)
- b. Ice Kicker—\$115,000. (OPR 2024-0936)

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

Public Works Contract with NRC Environmental Services, Inc. (Seattle, WA) for as-needed removal of hazardous materials for various City of Spokane locations from September 30, 2024, to December 31, 2024—\$80,476 (plus applicable tax). (OPR 2024-0937) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Outside Special Counsel Contract Amendment with Keating Bucklin & McCormack (Seattle, WA) in the legal matter of Estate of Robert Bradley, et al. v. City of Spokane—additional \$150,000. Total Contract Amount: \$400,000. (OPR 2023-0240) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Contract Amendment with Kittelson & Associates, Inc. (Spokane) to continue design development for public infrastructure projects within the West Central Neighborhood portion of the West Quadrant Tax Increment Finance District—additional \$299,677 (plus applicable tax). (OPR 2023-1249) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Amendment to Consultant Agreement with McMillen, Inc. (Boise, ID) for construction management and engineering support services for Upriver Dam through December 31, 2025—additional \$123,588 (plus applicable tax). (OPR 2023-0884) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Amendment No. 5 to the Interlocal Agreement between the City of Spokane and Spokane County for transfer and disposal services at the City's Waste to Energy Facility—\$8,000,000 Revenue. (OPR 2014-0060) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Contract Amendment with Waste Management of Washington, Inc. (Kirkland, WA) for the transportation and disposal of bypass waste from the Waste to Energy Facility and County Transfer Stations. (OPR 2023-1043 / RFP 5817-23) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Low Bid of Apollo Inc. (Kennewick, WA) for Plains Booster Station Replacement project—\$4,698,520.10 (plus tax). An administrative reserve of \$469,852.01 (plus tax), which is 10% of the contract price, will be set aside. (West Hills Neighborhood) (OPR 2024-0938 / ENG 2018102) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Administrative reserve increase to the contract with Shamrock Paving (Spokane) for 2023 Residential Chip Seal project due to project cost overruns—\$90,000. (OPR 2023-0851 / ENG 2023043) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Administrative reserve increase to the contract with Hamilton Construction (Springfield, OR) for the Washington/Stevens Bridge Deck Repair project due to additional repairs—\$500,000. (OPR 2024-0164 / ENG 2021088) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Amendment to Consultant Agreement with Parametrix, Inc. (Spokane) for Construction Management Services 2024-2025 (non-federal aid) projects for an additional amount of \$800,000. Total Contract Amount: \$1,600,000. (Various

Neighborhoods). (OPR 2023-1197 / ENG 2023117) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Amendment to Value Blanket with ATS Inland Northwest, LLC (Spokane Valley, WA) for the standardized purchase of HVAC equipment and controls upgrades for the HVAC system at Fire Station 1—additional \$160,000 (plus tax). Total Purchase Amount not to exceed: \$1,010,000. (OPR 2023-0978) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Amendment to Master Installation Contract with ATS Inland Northwest, LLC (Spokane Valley, WA) for the replacement of HVAC equipment and full controls upgrades for the HVAC system at Fire Station 1—additional \$329,320 (plus tax). Total Contract Amount not to exceed \$1,025,000. (OPR 2023-0979) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Public Works Agreement with Bozco Construction, LLC (Mead, WA) for the demolition and replacement of the courtyard water feature at the West Central Community Center from November 11, 2024, through October 31, 2025—\$67,900 (plus applicable tax) (plus 10% administrative reserve of \$6,790). (OPR 2024-0939 / IPWQ 6225-24) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Public Works Agreement with Colvico, Inc. (Spokane) for the Spokane Water Department electrical supply upgrade from November 11, 2024, through October 31, 2025—\$269,460.09 (plus applicable tax) (plus 10% administrative reserve of \$26,946.01). (OPR 2024-0940 / PW ITB 6219-24) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through October 25, 2024, total \$7,183,538.73 (Check Nos.: 606522-606645; Credit Card Nos.: 000812-000832; ACH Nos.: 134509-134698), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$6,677,171.27. (CPR 2024-0002)
- b. Payroll claims of previously approved obligations through October 26, 2024: \$9,516,549.61 (Check Nos.: 574812-574933). (CPR 2024-0003)

Minutes:

- a. City Council Meeting Minutes: October 14, October 21, and October 24, 2024. (CPR 2024-0013)
- b. City Council Public Safety and Community Health Standing Committee Meeting Minutes: October 7, 2024. (CPR 2024-0018)

Set public hearings for November 11, November 18 and November 25, 2024, for review of the 2025-2026 Proposed Biennium Budget. (As added during the 3:30 p.m. Briefing Session) (Council Sponsor: Council President Wilkerson and Council Members Cathcart and Zappone)

LEGISLATIVE AGENDA

There were no **Special Budget Ordinances**.

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2024-0101 (Council Sponsors: Council President Wilkerson and Council Members Zappone and Cathcart)

After public testimony and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0101** relating to the Traffic Calming Fund and requesting the mayor use traffic calming funds to install a stop sign and speed tables on the Post Street Bridge.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Resolution 2024-0102 (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

After public testimony and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0102** updating the City of Spokane's "School Zone Speed Limit Schedule" Resolution which was adopted on October 25, 2021.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Resolution 2024-0103 (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

After public testimony and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0103** "27 by 2027" Resolution proposing development of a connected 27-mile urban mobility network by the end of 2027. This network will connect low-volume, low-speed neighborhood (local access) streets to major city and regional pathways, using adaptive design strategies. The network will also use some permanent infrastructure and enhanced crossing devices, such as Ped Hybrid Beacons and Rectangular Rapid Flashing Beacons to make intersection crossings safe for people walking, bicycling, or rolling with adaptive devices.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Resolution 2024-0104 (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

After an opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0104** declaring Whitney Equipment Company, Inc. (Woodinville, WA) a sole-source provider and authorizing the City to enter into a value blanket order for Flygt Products for a five (5) year period without public bidding—\$500,000.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Resolution 2024-0105 (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 5-2 Roll Call Vote, the City Council **adopted Resolution 2024-0105** regarding amendment to the City of Spokane Water and Hydroelectric Department – Fee & Cost Schedule for 2025.

Ayes: Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: Bingle and Cathcart
Abstain: None
Absent: None

FINAL READING ORDINANCES

Final Reading Ordinance C36575 (As amended during the 3:30 p.m. Briefing Session) (Deferred from September 30, 2024, Agenda) (Council Sponsors: Council Members Klitzke and Dillon)

After an opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36575**, as amended, titled the "Mary's Place Preservation Law," regulating the preservation of salvageable material;

amending section 08.02.031 of the Spokane Municipal Code; and adopting a new chapter 15.06 to Title 15 of the Spokane Municipal Code.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

For Council action on Final Reading Ordinance C36596, see section of minutes under “Hearings.”

Final Reading Ordinance C36597 (Council Sponsors: Council Members Zappone, Dillon, and Navarrete)

After an opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36597** relating to council membership on the Community Housing and Human Services Board, and amending Section 04.34A.030 of the Spokane Municipal Code.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

For Council action on Final Reading Ordinances C36598 and C36599, see section of minutes under “Hearings.”

FIRST READING ORDINANCES

The following Ordinances were read for the first time, with further action deferred. Public testimony was received on the First Reading Ordinances.

- ORD C36600** Relating to oversight of transportation infrastructure, amending Section 04.40.050 of the Spokane Municipal Code, and repealing sections 12.01.200 through 12.01.210 of the Spokane Municipal Code. (As amended during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Wilkerson and Council Member Zappone)
- ORD C36601** Relating to revenue from automated safety cameras, renaming the Traffic Calming Fund the “Spokane Safe Streets for All Fund,” amending Sections 07.08.148, 16A.64.220 and 16A.64.240 of the Spokane Municipal Code, and repealing Section 16A.64.260 of the Spokane Municipal Code. (Council Sponsors: Council Members Zappone, Klitzke, and Dillon)
- ORD C36602** Relating to sewers, amending SMC section 13.03.0508; adopting new sections 13.03.0125, 13.03.0225, and 13.03.0501, to chapter 13.03 of the Spokane Municipal Code; and setting an effective date. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

There were no **Special Considerations**.

HEARINGS

Final Reading Ordinance C36596 (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

The City Council held a hearing on Final Reading Ordinance C36596. Following a presentation by City Planner Jackie Churchill and an opportunity for public testimony, with none provided, and Council commentary, the following actions were taken:

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to close** the hearing; **carried 7-0.**

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36596** amending Title 17 of the Spokane Municipal Code to update land use application procedures which clarify, expedite, and consolidate the land use permitting process in accordance with Senate Bill 5290. Specifically amending Section 17A.020.030 “C” Definitions, Section 17A.020.200 “T” Definitions, Section 17E.020.080 Application Submittal Requirements, Section 17E.030.060 Establishment of Development Permit, Section 17E.040.080 Application Submittal Requirements, Section 17E.070.080 Application Submittal Requirements, Section 17G.061.110 Application Requirements, Section 17G.061.120 Determination of a Complete Application, Section 17G.061.130 Application Time Limits, Section

17G.061.150 Modification of Applications and Permits, Section 17G.080.040 Short Subdivisions, Section 17G.080.060 Binding Site Plan, setting an effective date, and other matters properly related thereto.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Hearing on the Citywide Capital Improvement Program for 2025-2030 and Related Final Reading Ordinance C36598 (FIN 2024-0001) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

The City Council held a hearing on the Citywide Capital Improvement Program for 2025-2030. After a presentation by Director of Management and Budget Jessica Stratton and an opportunity for public testimony and Council commentary, the following actions were taken:

Motion by Council Member Cathcart, seconded by Council Members Bingle and Klitzke, **to close** the hearing on the Citywide Capital Improvement Program for 2025-2030; **carried 7-0.**

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to adopt Final Reading Ordinance C36598** of the City of Spokane, Washington, adopting a Six-year Citywide Capital Improvement Program for the years 2025 through 2030 and amending the Citywide Capital Improvement Program (CIP) as referenced in Appendix C of the City of Spokane Comprehensive Plan; **carried upon 7-0 Roll Call Vote.**

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: None
Abstain: None
Absent: None

Hearing on Possible Revenue Sources for the 2025 Budget (FIN 2024-0001) (Council Sponsors: Council President Wilkerson and Council Member Zappone)

The City Council held a hearing on possible revenue sources for the 2025 Budget. After a presentation by Budget Analyst Jacob Miller and an opportunity for public testimony and Council commentary, with none provided, the following actions were taken:

Motion by Council Member Cathcart, seconded by Council Member Klitzke, **to close** the hearing for possible revenue sources for the 2025 Budget; **carried 7-0.**

Motion by Council Member Klitzke, seconded by Council Member Dillon, **to adopt Final Reading Ordinance C36599** updating the Annual City of Spokane property tax levy for 2025; **carried upon 5-2 Roll Call Vote.**

Ayes: Dillon, Klitzke, Navarrete, Zappone, and Wilkerson
Nos: Bingle and Cathcart
Abstain: None
Absent: None

[The City Clerk left the meeting at 7:30 p.m. (pursuant to Council Rule 2.2.A). Open Forum speaker information and motion of adjournment and adjournment time were provided by Council Director Giacobbe Byrd for the minutes.]

OPEN FORUM

The following individual(s) spoke during the Open Forum:

- Peyton Smith
- Justin Haller
- Will Hulings
- Karen Mallette
- HT Higgins
- Antone Velone
- Dave Bilslund
- Megra Flatman
- Sunshine Wigen

ADJOURNMENT

Motion by Council Member Dillon, seconded by Council Member Klitzke, **to adjourn; carried 7-0.**

There being no further business to come before the City Council, the meeting adjourned at 7:50 p.m.

MEETING MINUTES
City of Spokane
City Council Study Session
Council Chambers, City Hall (808 W Spokane Falls Blvd)
September 26, 2024

Meeting Recording: <https://vimeo.com/101357445>

Call to Order: 11:04 a.m.

Attendance:

Committee Members Present: Council President Wilkerson, Council Members Zappone, Cathcart, Dillon, Navarrete, and Klitzke (arrived at 11:13 a.m.)

Council Members Absent: Council Member Bingle

Agenda Items:

- Spokane Neighborhood Leadership Academy Update - Cyndi Donahue (30 min)
- CHHS Warming/Cooling Center Plan Update and Overview of TRAC Decommissioning - Arielle Anderson and Melissa Morrison (60 minutes)

Executive Session:

None

Adjournment:

The meeting adjourned at 11:54 a.m.

MEETING MINUTES
City of Spokane
City Council Study Session
Council Chambers, City Hall (808 W Spokane Falls Blvd)
October 31, 2024

Meeting Recording: <https://vimeo.com/102523176>

Call to Order: 11:01 a.m.

Attendance:

Committee Members Present: Council Members Zappone, Cathcart, Bingle, Dillon, Navarrete, and Klitzke

Council Members Absent: Council President Wilkerson

Agenda Items:

- CHHS Quarterly Performance Report Update - Arielle Anderson (30 min)
- HMIS Introduction - Arielle Anderson (30 min)
- CHHS CDBG Eligibility Requirements Overview and Update on Community Engagement Efforts for the 2025-2029 Consolidated Plan - Heather Page (30 min)

Executive Session:

None

Adjournment:

The meeting adjourned at 12:12 p.m.

MEETING MINUTES
City of Spokane
City Council Retreat
(held in a study session format)
Spokane Pavilion
November 1, 2024

Call to Order: 11:03 a.m.

Attendance:

Council Members Present: Council President Wilkerson, Council Members Zappone, Cathcart, Bingle, Klitzke, and Dillon.

Council Members Absent: Council Member Navarrete

Agenda Items:

- Welcome/Introduction
 - ◇ Ice breaker and centering conversation about why council members and staff choose to do this work
- Council Rules Discussion
 - ◇ Review of staff proposal for update to council rules lead by the Office Director and Policy Advisor
- Lunch Break
- Meeting Times and Locations Discussion
 - ◇ Round table discussions about effectiveness of current meeting structure, including meeting times and locations
- Parliamentary Procedure Overview
 - ◇ Quick overview of frequent motions handout
- Budget Reivew
 - ◇ This agenda item was skipped
- Budget Priorities Discussion
 - ◇ Budget prioritization exercise

Executive Session:

None

Adjournment:

The meeting adjourned at 3:03 p.m.

Hearing Notices

NOTICE OF PUBLIC HEARING
2023/2024 Comprehensive Plan Land Use Plan Map Amendments
PROPOSED ORDINANCES C36609, C36610, C36611, C36612, C36613, C36614

The City of Spokane City Council will hold a Public Hearing in a hybrid format Monday, December 2, 2024 beginning at 6 p.m. in the Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Blvd. and virtually, to receive public testimony regarding proposed amendments to the Land Use Plan Map of the Comprehensive Plan and concurrent amendments to the Zoning Map. Information about the City Council agenda and how to join the meeting and testify is available on the City's website:

<https://my.spokanecity.org/citycouncil/meetings/>

Public testimony on these amendments will be taken at the hearing and will be made part of the record. Written comments and oral testimony at the public hearing will be made part of the public record. Written comments must be submitted by December 2, 2024, at 5pm to be considered by the City Council. Public testimony will also be received on the First Reading of the ordinances to be held November 25, 2024.

Only the applicant, persons submitting written comments, and persons testifying at the hearing may appeal the decision. Any person may submit written comments, appear at the public hearing, or request additional information by contacting: Planning and Development Services Dept., 808 W. Spokane Falls Blvd., Spokane, WA, 99201-3329. To submit comments or request more information contact: (509) 625-6500 or compplan@spokanecity.org.

Any person may submit written comments on the proposed action or call for additional information:

City of Spokane, Planning Services and Economic Development
808 W. Spokane Falls Blvd., Spokane, WA 99201
(509) 625-6500; compplan@spokanecity.org

Description of the proposals: As part of the 2023/2024 Annual Comprehensive Plan Amendment Work Program, the City is considering six proposals to amend LU 1, Land Use Plan Map, of the Comprehensive Plan and concurrent amendments to the Zoning Map.

Z23-474COMP (Mission & Sinto) is a city-sponsored proposal to amend the Land Use Plan Map from “Neighborhood Mini-Center” and “Residential Low” to “Neighborhood Mini-Center” and “Office” for 1.5 acres in the Chief Garry Park Neighborhood (C36609).

Z23-476COMP (Eighth Ave) is a proposal to amend the Land Use Plan Map from “Neighborhood Retail,” “Residential Low,” “Office,” and “Conservation Open Space” to “General Commercial” for 4.3 acres in the West Hills Neighborhood (C36610).

Z23-477COMP (Rustle & Bemis) is a proposal to amend the Land Use Plan Map from “Residential Low” to “General Commercial” for 0.84 acres in the West Hills Neighborhood (C36611).

Z23-478COMP (Assembly & Bemis) is a proposal to amend the Land Use Plan Map from “Residential Low” to “General Commercial” and “Office” for 5.2 acres in the West Hills Neighborhood (C36612).

Z23-479COMP (Indian Trail) is a proposal to amend the Land Use Plan Map from “Residential Low” to “Residential Moderate,” “General Commercial,” and “Potential Open Space” for approximately 33 acres in the Balboa/South Indian Trail Neighborhood (C36613).

Z24-105COMP (South Logan TOD Plan Implementation) is a city-sponsored proposal, aimed at implementing the South Logan TOD Plan (RES 2024-0015), to amend the Land Use Plan Map from “Residential Low,” “Residential Moderate,” “Institutional,” “General Commercial,” “Center and Corridor Transition Area,” and “Center and Corridor Core Area” to “Residential Moderate,” “Residential High,” “Institutional,” and “Center and Corridor Core Area” for the 361-acre South Logan Study Area in the Logan Neighborhood (C36614).

More information about the individual proposals can be found at <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>.

SEPA: A SEPA Determination of Non-Significance was published on September 16, 2024, for proposals Z23-474COMP, Z23-476COMP, Z23-477COMP, and Z23-478COMP. A SEPA Mitigated Determination of Non-Significance was published on September 16, 2024 for proposal Z23-479COMP. The comment period for the SEPA Determinations ended on October 8, 2024. The environmental impacts of proposal Z24-105COMP were evaluated through a Final Environmental Impact Statement (FEIS) published on November 30, 2023, and adopted by City Council on January 29, 2024 (RES 2024-0015).

How to Attend the Meeting: The Public can attend the meeting in-person in the City Council Chambers at 808 W Spokane Falls Blvd. People may also attend online via Webex or call in by phone to hear and testify. Access the meeting link and call-in information at the agenda posted in advance on the City Council’s webpage:

<https://my.spokanecity.org/citycouncil/meetings/>.

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

**NOTICE OF HEARING
TO BE HELD BEFORE SPOKANE CITY COUNCIL ON
DECEMBER 2, 2024**

RESOLUTION NO. 2024-0086

A RESOLUTION SETTING THE ASSESSMENT ROLL HEARING FOR THE DOWNTOWN PARKING AND BUSINESS IMPROVEMENT AREA (BUSINESS IMPROVEMENT DISTRICT – BID) AND PROVIDING NOTICE OF THE 2024 ASSESSMENTS TO BUSINESS AND PROPERTY OWNERS.

WHEREAS, pursuant to the laws of Washington State and City Ordinance C32923, as codified and amended in Chapter 04.31 SMC, the City Council intends to hold a hearing on the assessments levied upon businesses and properties within the Downtown Parking and Business Improvement Area (PBI); and

WHEREAS, through this Resolution, the City Council intends to provide notice that there will be a hearing upon the assessment roll prepared under the above identified ordinance.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE SPOKANE CITY COUNCIL:

1. Notice is hereby given that the assessment rolls for businesses and properties prepared under Ordinance C32923, as codified and amended in Chapter 04.31 SMC, will be on file in the Office of the City Clerk on November 1, 2024, and are open for public inspection.
2. The City Council has fixed December 2, 2024 at 6:00 p.m., or as soon thereafter as practicable in the City Council Chambers of the Municipal Building, W. 808 Spokane Falls Blvd., Spokane, Washington, as the time and place for hearing upon said assessment rolls.
3. The City Council declares its intent to impose special assessment in a manner that measures special benefits from each of the purposes set forth in Ordinance C32923, as codified and amended in Chapter 04.31 SMC. The special assessments will finance the PBI (BID) budgets and programs approved by the City Council.
4. All persons who may desire to object to the assessment roll shall make their objections in writing and file them with the City Clerk at or prior to the date fixed for the hearing.

At the time and place fixed, and at such other times as the hearing may be continued to, the City Council will consider the assessment roll as a board of equalization for the purpose of considering objections or comments made thereto, or any part thereof, and may correct, revise, raise, lower, change or modify such roll, or any part thereof, or set aside such roll and order that such assessment be made de novo, or take such other action as the circumstances may warrant, including confirmation of the assessment rolls.

This is the only hearing held on the assessment roll, and it will be final unless appealed according to Chapter 04.31 SMC.

5. The City's Finance, Treasury and Administration Department is directed to mail, at least fifteen days before the date fixed for hearing, a notice to the businesses and property owners identified in the assessment rolls setting forth the date and time of public hearing, including the amount of special assessment.
6. The City clerk is directed to publish notice of the hearing on the assessment rolls in the Official Gazette for two consecutive weeks, the last publication being fifteen days before the date fixed for public hearing.

ADOPTED by the City Council this 23rd day of September, 2024.

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

Publish: November 6 and 13, 2024

**NOTICE OF HEARING
TO BE HELD BEFORE SPOKANE CITY COUNCIL ON
DECEMBER 2, 2024**

RESOLUTION NO. 2024-0087

A RESOLUTION SETTING THE ASSESSMENT ROLL HEARING FOR THE EAST SPRAGUE PARKING AND BUSINESS IMPROVEMENT AREA (BUSINESS IMPROVEMENT DISTRICT – BID) AND PROVIDING NOTICE OF THE 2025 ASSESSMENTS TO BUSINESS AND PROPERTY OWNERS.

WHEREAS, pursuant to the laws of Washington State and City Ordinance C35377, as codified and amended in Chapter 04.31C SMC, the City Council intends to hold a hearing on the assessments levied upon businesses and properties within the East Sprague Parking and Business Improvement Area (PBIA); and

WHEREAS, through this Resolution, the City Council intends to provide notice that there will be a hearing upon the assessment roll prepared under the above identified ordinance.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE SPOKANE CITY COUNCIL:

1. Notice is hereby given that the assessment rolls for businesses and properties prepared under Ordinance C35377, as codified and amended in Chapter 04.31C SMC, will be on file in the Office of the City Clerk on November 1, 2024, and are open for public inspection.
2. The City Council has fixed December 2, 2024 at 6:00 p.m., or as soon thereafter as practicable in the City Council Chambers of the Municipal Building, W. 808 Spokane Falls Blvd., Spokane, Washington, as the time and place for hearing upon said assessment rolls.
3. The City Council declares its intent to impose special assessment in a manner that measures special benefits from each of the purposes set forth in Ordinance C35377, as codified and amended in Chapter 04.31C SMC. The special assessments will finance the PBIA (BID) budgets and programs approved by the City Council.
4. All persons who may desire to object to the assessment roll shall make their objections in writing and file them with the City Clerk at or prior to the date fixed for the hearing.

At the time and place fixed, and at such other times as the hearing may be continued to, the City Council will consider the assessment roll as a board of equalization for the purpose of considering objections or comments made thereto, or any part thereof, and may correct, revise, raise, lower, change or modify such roll, or any part thereof, or set aside such roll and order that such assessment be made de novo, or take such other action as the circumstances may warrant, including confirmation of the assessment rolls.

This is the only hearing held on the assessment roll, and it will be final unless appealed according to Chapter 04.31C SMC.

5. The City's Finance, Treasury and Administration Department is directed to mail, at least fifteen days before the date fixed for hearing, a notice to the businesses and property owners identified in the assessment rolls setting forth the date and time of public hearing, including the amount of special assessment.
6. The City Clerk is directed to publish notice of the hearing on the assessment rolls in the Official Gazette for two consecutive weeks, the last publication being fifteen days before the date fixed for public hearing.

ADOPTED by the City Council this 23rd day of September, 2024.

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

Publish: November 6 and 13, 2024

BUILDING OFFICIAL HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 1503 S Rustle Street, PARCEL #: 25262.0106, LEGAL DESCRIPTION: GARDEN SPRINGS ADD S1/2 LT 3 AND ALL LTS 4-9 AND N8.58FT OF LTS 10 & 15 AND ALL LTS 16-21 & S1/2 LT 22, BLK 1; TOG W PTN VAC 12TH ST LYG E OF AND ADJ, in compliance with the Spokane Municipal Code stating that a first hearing on this matter will be held before the Building Official on December 3, 2024, at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane. WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote participation information for this hearing will be posted on the city website as well on each agenda, which can be found under the substandard building topic here:

<https://my.spokanecity.org/neighborhoods/code-enforcement/topics/>

Notice is hereby given that attention has been directed to anyone who knows the present address or whereabouts of the owner or to any new owner or person in the position of responsibility over this property to contact the City of Spokane regarding plans to correct deficiencies and avoid potential outcomes of the show cause hearing, which may include a demolition or receivership order. Not hearing further on this matter the said first hearing will proceed. For more information on this hearing, including information regarding participation in the remote hearing, please contact:

Bryan Schertz
Code Enforcement, City of Spokane
808 West Spokane Falls Blvd.
Spokane, WA 99201-3333
509-625-6300
BSchertz@spokanecity.org

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General Notices

CITY OF SPOKANE BUDGET NOTICE

NOTICE IS HEREBY GIVEN, pursuant to RCW 35.34.100, that the Mayor's Proposed 2025-2026 Biennium Budget has been filed in the City Clerk's Office on (or before) November 2, 2024. A copy thereof will be furnished to any taxpayer who will call at the City Clerk's Office therefor – (509) 625-6350 or clerks@spokanecity.org. Copies will be made available no later than November 4, 2024. In addition, a copy of the Proposed 2025-2026 Biennium Budget will be available for citizen review online at the following link: <https://my.spokanecity.org/budget/>.

NOTICE IS HEREBY FURTHER GIVEN, The Council plans to meet on the dates indicated (below) in its consideration of the 2025-2026 Proposed Biennium Budget during its Regular Legislative Sessions to be held at 6:00 p.m. on Monday evenings in the Council Chamber, 808 W. Spokane Falls Boulevard:

NOVEMBER 4, 2024

- ◇ Hold Public Hearing on possible Revenue Sources for 2025 Budget.

NOVEMBER 4, 2024

- ◇ Hold Hearing on the Citywide Capital Improvement Program 2025-2030.

NOVEMBER 11, 2024

- ◇ Hold Hearing on the Proposed 2025-2026 Biennium Budget.

NOVEMBER 18, 2024

- ◇ Continue Hearing on the Proposed 2025-2026 Biennium Budget.

NOVEMBER 25, 2024

- ◇ Continue Hearing on the Proposed 2025-2026 Biennium Budget.

DECEMBER 9, 2024

- ◇ Tentative adoption of the Proposed 2025-2026 Biennium Budget.

The City Council reserves the right to conclude the budget hearings on November 25, 2024. The City Council may continue the hearing day-to-day up to the 30th day prior to the beginning of the next fiscal year (December 2, 2024).

Any taxpayer who wishes may appear at any of these meetings and be heard for or against any part of the Budget.

Individuals wishing to provide public testimony in person or virtually at City Council meetings shall sign in to participate through the instructions set out in the City Council's agenda packet(s) which are posted each week at the following link: <https://my.spokanecity.org/citycouncil/documents/>.

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**NOTICE OF SOLID WASTE COLLECTION AND DISPOSAL RATE INCREASE
(ORD C36589)**

Public notice is hereby given pursuant to RCW 35.21.157 that the City of Spokane plans to increase the rates for its solid waste collection and disposal services by 7.0% on January 1, 2025. The rate increase shall apply to Abatement of Public Nuisance (13.02.0224), Residential Service Rates (SMC 13.02.0502), Commercial Service Rates – Dumpsters (SMC 13.02.0504), Commercial Service Rates – Rolloffs (SMC 13.02.0506), Commercial Container Service, Placement (SMC 13.02.0508), Commercial Service Rates – Compactors (SMC 13.02.0510), Return Trip Charges (SMC 13.0512), Additional Charges for Commercial Containers (13.02.0514), Container Cleaning, Pressure Wash, Refurbishment Charge (SMC 13.02.0518), Temporary Account (SMC 13.02.0520), Rates for Equipment and Labor – Packer and Nonpacker (SMC 13.02.0528), Recycling Rates – Nonresidential – Residential Premises with Multi-unit Dwellings Premises – Additional (SMC 13.02.0552), Clean Green Yard Waste Collection (SMC 13.02.0554), General Mixed Solid Waste – Tonnage Fee (SMC 13.02.0560), Self Haul Transaction Fee (SMC 13.02.0561), Compost (SMC 13.02.0562), Waste Tires (SMC 13.02.0563), and Estimates Allowed (SMC 13.02.0568).

The new rates will take effect January 1, 2025. Questions: Please call My Spokane at 3-1-1 (inside city limits) or 509-755-2489 (outside city limits).

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. C36575

An ordinance titled the "Mary's Place Preservation Law," regulating the preservation of salvageable material; amending section 08.02.031 of the Spokane Municipal Code; and adopting a new chapter 15.06 to Title 15 of the Spokane Municipal Code.

WHEREAS, historic preservation programs result in measurable economic development and community revitalization; and

WHEREAS, it is a priority of the City of Spokane to preserve and protect Spokane's historic districts, sites, structures, and objects; and

WHEREAS, the City of Spokane Comprehensive Plan policy DP 3.12 calls for the City to "Encourage the deconstruction and reuse of historic materials and features when historic buildings are demolished"; and

WHEREAS, the implementation of a deconstruction and preservation of salvageable materials policy will ensure that reuseable materials from historical structures are preserved; and

WHEREAS, the City of Spokane Comprehensive Plan Policy CFU 5.5 calls for the City to “provide integrated, efficient, and economical solid waste management services in a manner that encourages and promotes waste reductions and recycling and minimizes environmental and public health impacts.”

WHEREAS, Mayor Brown’s Transition Team recommended that Mayor Brown should look to accelerate waste reduction efforts.

WHEREAS, the implementation of a deconstruction and preservation of salvageable materials policy will divert demolition from the waste stream and will reduce exposure and the release of toxic particulates into the air and environment.

WHEREAS, the City of Spokane Sustainability Action Plan Strategy 3 calls for the City to “promote, support, and incentivize a circular economy”; and

WHEREAS, the deconstruction and preservation of salvageable materials can create employment and economic opportunities in recycling industries and provide additional business opportunities; and

WHEREAS, SMC 15.05.020 calls for the City to reduce greenhouse gas emissions created within its boundaries; and

WHEREAS, the deconstruction and preservation of salvageable materials reduces greenhouse gas emissions by keeping the materials out of landfills.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1 . There is enacted a new chapter 15.06 to Title 15 of the Spokane Municipal Code to read as follows:

Chapter	15.060	Preservation of Salvageable Materials
	15.06.010	Purpose and Findings
	15.06.020	Definitions
	15.06.030	Deconstruction Requirements
	15.06.040	Salvageable Materials
	15.06.050	Authority of Historic Preservation Office
	15.06.060	Compliance
	15.06.070	Exemptions

15.06.010 Purpose and Findings

It is a priority of the City of Spokane to reduce waste by promoting, supporting, and incentivizing a circular economy. The City finds that the adoption of a policy requiring the deconstruction of certain structures can maximize the reuse of valuable building materials and reduce emissions associated with the demolition and disposal of building materials.

15.06.020 Definitions

- A. “Deconstruction” means the systematic dismantling of a structure, typically in the opposite order it was constructed, in order to maximize the salvage of materials for reuse, in preference over salvaging materials for recycling, energy recovery, sending the materials to a landfill or the City’s Waste-to-Energy Facility.
- B. “Demolition” means the complete or partial removal of a structure from a site.
- C. “Period of Deconstruction” means the period beginning on the date the City issues a demolition permit with deconstruction requirements and ending on the date the City’s Historic Preservation Office approves the Post-Deconstruction Form.
- D. “Post-Deconstruction Form” means an inventory of materials salvaged for reuse or for donation, as well as materials disposed of by landfill or through the Waste-to-Energy Facility, completed after the deconstruction is complete.
- E. “Pre-Deconstruction Form” means a salvage plan which includes an inventory of materials to be salvaged for reuse or donation as part of a demolition permit requiring deconstruction.
- F. “Recycling” means the processing of waste materials into new products or material feedstock for products.
- G. “Reuse” means the utilization of a product or material that was previously installed for the same or similar function to extend its life cycle. Materials salvageable for reuse include but are not limited to cabinets, doors, hardware, fixtures, flooring, siding, windows, and framing lumber.

H. "Structure" means any building meeting the qualifications of SMC 15.06.030A.

15.06.030 Deconstruction Requirements

- A. The deconstruction requirements of this chapter apply to demolition permit applications under SMC 17G.010.100 for structures that have been designated as historic subject to the demolition provisions of SMC 17D.100.230 and structures built 50 years ago or earlier that are eligible for listing on the Spokane Register of Historic Places as determined by the Historic Preservation Office.
- B. A property owner or applicant requesting demolition of a structure subject to this chapter shall submit to the Historic Preservation Office a completed Pre-Deconstruction Form listing the targeted salvageable materials and final destinations of the salvaged material along with the required permit and application fees as enumerated in SMC Section 08.02.
- C. The Historic Preservation Office shall conduct a site visit and approve the Pre-Deconstruction Form before deconstruction can begin.
- D. Upon consent of the property owner or applicant, the Historic Preservation Officer or designee may conduct site inspections throughout the Period of Deconstruction to assure compliance with this chapter.
- E. A Post-Deconstruction Form shall be submitted within ten (10) calendar days after completion of the deconstruction work. The Post-Deconstruction Form shall contain the following information:
 - 1. Itemized receipt of materials and quantities donated to a nonprofit or community-based organization;
 - 2. Itemized receipt or photographs of materials and quantities sold;
 - 3. Itemized list and photographs of salvaged material that will be re-used or used at another site; and
 - 4. Transaction receipts or weight tickets for all materials sent to a material recovery facility or disposal facility such as a transfer station, landfill, or the City of Spokane Waste-to-Energy Facility.
- F. The Historic Preservation Office shall review and approve the Post-Deconstruction Form and any additional materials provided to determine compliance with this chapter before the issuance of additional building permits.
- G. This chapter requires compliance with all local, state, and federal laws and regulations concerning demolition, testing, abatement, and disposal for any materials containing asbestos, lead, or other hazardous materials.
- H. All hauling, sorting, and disposal of materials shall be in compliance with SMC 13.02.0204 and materials designated for disposal must be hauled to a permitted facility located within Spokane County in accordance with Chapter 7.4 and 7.5 of the Spokane Regional Solid Waste Comprehensive Plan.

15.06.040 Preservation of Salvageable Materials

- A. Materials shall be removed by hand to the greatest extent possible to maximize potential for reuse. Nails, screws, or other items used to secure materials in place shall be removed to the greatest extent possible to maximize potential for re-use. Heavy equipment may be used, provided heavy equipment is not used to remove or dismantle components of the structure in ways that render the building materials unsuitable for salvage.
- B. The property owner or applicant may sell, donate, or re-use any materials from a deconstruction site before the materials leave the site, provided the property owner or applicant documents the disposition of materials in the Post-Deconstruction Form.
- C. Materials shall be stored and covered to protect them from exposure to weather and to permeable ground contact during the period of deconstruction.

15.06.050 Authority of the Historic Preservation Office

- A. The Historic Preservation Office may adopt rules and procedures necessary to implement and enforce the provisions of this chapter.
- B. With consent of the property owner or applicant, the Historic Preservation Office may conduct site visits to provide assistance to a property owner or applicant and contractors complying with the provisions of this chapter.

15.06.060 Compliance

- A. This chapter shall be enforced by the Historic Preservation Office under the City's civil infraction system, pursuant to chapter 01.05 SMC. The Historic Preservation Office is the "code enforcement officer" as designated by SMC 01.05.02 (B).

- B. A violation of this chapter is a class 1 civil infraction.
- C. Pursuant to SMC 01.02.950(A), the Historic Preservation Office may refer violations or imminent violations of this chapter to the city attorney for actions in Superior Court seeking declaratory or injunctive relief.
- D. Failure to complete deconstruction, removal of materials, and obtain approval of the Post-Deconstruction Form within the period of deconstruction may result in the City completing the deconstruction work of the structure at the applicant or property owner's expense.

15.06.070 Exemptions

- A. A structure may be deemed unsuitable for the deconstruction provisions of this chapter by the Historic Preservation Office in consultation with the Fire Marshal, Code Enforcement, or Building Official if the structure is an imminent threat to life, safety, or property.
- B. The Historic Preservation Office may exempt a structure eligible for deconstruction if it is determined that the majority of the material in the structure is not suitable for reuse.
- C. A property owner or applicant may make a request for exemption by submitting a written request to the Historic Preservation Office with supporting documentation when submitting a demolition permit application. The Historic Preservation Office shall make a final determination of the exemption request appealable to the Hearing Examiner.

Section 2. That Section 08.02.031 of the Spokane Municipal Code is amended as follows:

Section 08.02.031 Building Code

- A. Building Permit.

Building permit fees are based on the value of the work to be done as follows:

VALUE OF WORK

(in dollars)

FEE

(in dollars)

1 – 500

28.00

501 - 2,000

28.00 plus 3.00 for each 100 over 500

2,001 - 25,000

73.00 plus 13.00 for each 1,000 over 2,000

25,001 - 50,000

372.00 plus 10.00 for each 1,000 over 25,000

50,001 - 100,000

622.00 plus 7.00 for each 1,000 over 50,000

100,001 - 500,000

972.00 plus 5.00 for each 1,000 over 100,000

500,001 - 1,000,000

2,972.00 plus 4.00 for each 1,000 over 500,000

1,000,001 - 99,999,999

4,972.00 plus 3.00 for each 1,000 over 1,000,000

- B. Valuation.

1. The value of construction for purposes of calculating the amount of the fee is determined by using the:
 - a. most current building valuation data from the International Code Council (ICC) as published and updated by the ICC twice annually; or
 - b. contract valuation, whichever is greater.
2. "Gross area" when used in conjunction with the ICC building valuation data to determine valuation of a project is the total area of all floors, measured from the exterior face, outside dimension, or exterior column line of a building, including basements and balconies but excluding unexcavated areas.
3. The fee is based on the highest type of construction to which a proposed structure most nearly conforms, as determined by the building official.

4. For roofing permits, the value is determined to be:
 - a. one hundred fifty dollars per square for recovering roofs;
 - b. two hundred dollars per square for roofing projects when existing layers of roofing are torn off and a new layer is installed;
 - c. two hundred fifteen dollars per square for roofing projects when existing layers of roofing are torn off, new sheathing is installed, and a new layer of roof is installed;
 - d. or the contract valuation if it is greater.

C. Building Plan Review.

1. Plan review fees are sixty-five percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for:
 - a. all commercial building permits;
 - b. all industrial building permits;
 - c. all mixed use building permits; and
 - d. new multi-family residences with three or more units.
2. Plan review fees are one hundred percent of the building permit fee as calculated from the table for fast-track projects.
3. Plan review fees are twenty-five percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for new:
 - a. single-family residences; and
 - b. duplexes.
4. Plan review fees are twenty-five dollars for:
 - a. new buildings that are accessory structures for single-family residences and duplexes to include garages, pole buildings, greenhouses, sheds that require a permit, etc.; and
 - b. additions to existing single family residences and duplexes to include living space, garages, sunrooms, decks, etc.
5. Plan review fees for additional review required by changes, additions, or revisions to plans are seventy-five dollars per hour or fraction thereof.
6. The building official may elect to assess plan review for remodeling single family residences and duplexes when required. This amount will be not be higher than the twenty-five percent of the building fee as calculated in the table rounded to the nearest whole dollar charged on a new single-family residence or duplex.

D. Demolition

Demolition permit fees are:

1. Single-family residence, duplex and accessory structures: Thirty-five dollars each.
2. Other structures: Thirty-five dollars for every thousand square feet, to a maximum fee of three hundred fifty dollars.
3. The processing fee is twenty-five dollars.
4. ~~((For historic landmarks and contributing buildings within an historic district or located within the Downtown Boundary Area: five hundred dollars.))~~ For any listed or contributing building within a Spokane Register Historic District or building determined to be eligible for listing on the Spokane Register of Historic Places: one thousand five hundred dollars.
5. All demolition permit fees received by the city are to be deposited in the historic preservation incentives fund established by SMC 07.08.152.

E. Fencing.

1. The permit fee is twenty dollars per one hundred linear feet, or fraction thereof.
2. The processing fee and review fee is twenty-five dollars.

F. Grading.

1. Grading permit fees are as follow:

VOLUME

(in cubic yards)

FEE

(in dollars)

100 or less

28.00

100 - 1,000

28.00 plus 12.00 for each 100 over 100

1,001 - 10,000

136.00 plus 10.00 for each 1,000 over 1,000

10,001 - 100,000

226.00 plus 45.00 for each 10,000 over 10,000

100,001 and more

631.0 plus 25.00 for each 10,000 over 100,000

2. Grading plan review fees are as follow:

VOLUME

(in cubic yards)

FEE

(in dollars)

50 or less

None

51 – 100

20.00

101 - 1,000

25.00

1,001 - 10,000

35.00

10,001 - 100,000

35.00 plus 17.00 for each 10,000 over 10,000

100,001 - 200,000

188.00 plus 10.00 for each 10,000 over 100,000

200,001 and more

288.0 plus 5.00 for each 10,000 over 200,000

3. Failure to obtain a grading permit is a class one infraction under SMC 1.05.150.

4. The processing fee is twenty-five dollars.

G. Sign Permits.

1. Sign permit fees are:

- a. thirty dollars for each wall sign, projecting sign and incidental sign; or
- b. seventy-five dollars for each pole sign, including billboards and off- premises signs.

2. The building services plan review fee is fifty dollars and is in addition to the sign permit fee for pole signs in excess of one hundred square feet or more than thirty feet high.

3. The planning services review fee is fifty dollars for all signs.

4. The processing fee is twenty-five dollars.

H. Factory-built Housing.

1. The installation fee for factory-built housing is fifty dollars per section.

2. A foundation or basement requires a separate building permit.

3. Decks, carports and garages require a separate building permit.

4. The development services review fee is fifty dollars.

5. The processing fee is twenty-five dollars.
- I. Manufactured (Mobile) Home.
 1. The installation fee for a manufactured (mobile) home is fifty dollars per section.
 2. A basement requires a separate building permit.
 3. Decks, carports and garages require a separate building permit.
 4. The development services review fee is fifty dollars.
 5. The processing fee is twenty-five dollars.
 - J. Temporary Structures.

Permit fees for temporary structures are:

 1. One hundred dollars for the first one hundred eighty days; and
 2. Five hundred dollars for the second one hundred eighty days.
 3. No third session will be allowed.
 4. The development services review fee is fifty dollars.
 5. The processing fee is twenty-five dollars.
 - K. Relocation.
 1. The fee for a building relocation inspection for bond determination is seventy- five dollars.
 2. The development services review fee is fifty dollars.
 3. The processing fee is twenty-five dollars.
 4. Any repairs or alterations required for relocation are handled by various building permits and the fees for such building permits are in addition to the relocation permit fee.
 - L. Early Start and Fast Track Approval.

The fee for an early start or fast track building permit approval is twenty-five percent of the building permit fee rounded to the next whole dollar amount and is in addition to any other required fees.
 - M. Certificate of Occupancy.
 1. There is no separate fee for the issuance of a certificate of occupancy following final inspection under a permit so long as the fee for the permit is at least fifty dollars; otherwise, the minimum fee for a building permit and certificate of occupancy is fifty dollars plus a twenty-five dollar processing fee.
 2. The fees for the issuance of a certificate of occupancy not resulting from work done under permit are as provided in SMC 8.02.060.
 3. The building official will assess a fee not to exceed one hundred percent of the building permit fee for the issuance or extension of any temporary certificate of occupancy. The minimum fee will be:
 - a. two hundred twenty-five dollars plus a twenty-five dollar processing fee when the building permit fee exceeds this amount;
 - b. equal to the amount of the building permit fee when the building permit fee is less than two hundred fifty dollars.
 - N. Swimming Pools.
 1. The building and plumbing permit fee for a swimming pool is:
 - a. seventy-five dollars for those accessory to a single-family residence; and
 - b. one hundred dollars for all others.
 2. The planning services review fee is twenty-five dollars.

3. The processing fee is twenty-five dollars.
 4. Mechanical, electrical and fence permits are additional.
- O. Parking Lot and Site Work Permits.
The fee for a site work permit is charged in accordance with the fee table in subsection (A) of this section.
- P. Reinspections.
The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.
- Q. Inspections Outside Normal Inspector Working Hours.
The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.
- R. Work Done Without a Permit/Investigation Fees.
Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:
1. twice the inspection fee, or
 2. the permit fee plus one hundred fifty dollars, must be paid prior to the issuance of the permit(s).
- S. Safety Inspections.
The fees for safety inspections are:
1. Commercial Buildings: Seventy-five dollars per hour or fraction of an hour with a prepaid minimum of one hundred fifty dollars.
 2. Single-family Residence – Electrical only: Seventy-five dollars.
 3. Single-family Residence – Two or more trade categories: One hundred fifty dollars.
 4. Two-family Residence: One hundred seventy-five dollars.
 5. Multifamily – Three to six units: Two hundred fifty dollars.
 6. Multifamily – Seven to fifty units: Two hundred fifty dollars plus twenty-five dollars for each unit over six.
 7. Multifamily – Over fifty units: One thousand three hundred fifty dollars plus ten dollars for every unit over fifty.
 8. Electrical Service Reconnect - Residence - Twenty-five dollars
 9. Electrical Service Reconnect - Commercial - Fifty dollars
 10. Processing fee: Twenty-five dollars.
- T. Recording Fee Use of Public Right-of-way and Large Accessory Building Agreement.
The property owner shall be charged a pass-through fee equal to the amount assessed by Spokane County when erecting a fence, retaining wall or other structure in a public right-of-way. This is a recording fee for the acknowledged agreement whereby the property owner covenants to remove the encroachment upon notice by the City. An additional twenty-five dollar processing fee is required when a permit is not issued in conjunction with the recording.
- U. Expired Permits Over Six Months.
1. Building Permits.
 - a. No inspections have been made: Permits require full resubmittal, and if a commercial project, plan review. Original valuation shall be contained in description of new permit.
 - b. Footings and foundations only have been inspected and approved: Minimum of seventy-five percent of the original assessed permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
 - c. All rough-in inspections approved: Minimum of twenty-five percent of original permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
 - d. Additional work done not on original permit: New valuation shall be calculated based upon either square footage if new construction, or valuation if remodel.

2. Plumbing Permits.
 - a. No inspections: A full new permit for all fixtures is required.
 - b. Partial inspections approved: If water tests, top outs and ground plumbing have been approved, then twenty-five percent of the original itemized permit fees plus new processing fee.
3. Mechanical Permits.
 - a. No inspections: A full new permit is required.
 - b. Partial inspections: If all rough-in inspections and air tests have been approved, then twenty-five percent of the original permit fee plus new processing fee.
4. Electrical Permit.
 - a. No inspections: A full new permit is required.
 - b. Partial inspections: If all rough-in inspections and service inspections have been approved, then twenty-five percent of the original fees plus new processing fee.

V. Processing Fee.

In addition to all of the fees identified in SMC 8.02.031, the processing fee for each permit is twenty-five dollars, unless specifically stated otherwise.

W. Temporary Accessory Dwelling Unit (ADU) Fee Waivers.

1. In response to the ongoing local and national housing crisis, the City Council has decided to provide relief to residents and businesses by waiving all applicable fees within this section 08.02.031 associated with the construction of ADUs on lots located at least partially within $\frac{1}{2}$ 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.
2. The fee waiver described in this subsection 08.02.031(W) shall expire at 5:00 p.m. on December 31, 2024.

X. Solar Permits.

1. For single-family residence, duplex, and associated accessory structure installations and modifications eligible for review under the adopted International Residential Codes.
 - a. Plan Review: seventy-five dollars
 - b. SFRD Inspection Fee: one hundred fifty dollars
 - c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).
2. For all other installations and alterations.
 - a. Plan Review Fee: sixty-five percent of the MFCOM Inspection Fee.
 - b. MFCOM Inspection Fee: calculated based on the table included in Section 08.02.031(A).
 - c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).
3. Additional electrical fees in accordance with SMC 08.02.032.
4. Energy Storage Systems: fifty dollars.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 4. Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

ORDINANCE NO C36596

An Ordinance amending Title 17 of the Spokane Municipal Code to update land use application procedures which clarify, expedite, and consolidate the land use permitting process in accordance with Senate Bill 5290. Specifically amending Section 17A.020.030 "C" Definitions, Section 17A.020.200 "T" Definitions, Section 17E.020.080 Application Submittal Requirements, Section 17E.030.060 Establishment of Development Permit, Section 17E.040.080 Application Submittal Requirements, Section 17E.070.080 Application Submittal Requirements, Section 17G.061.110 Application Requirements, Section 17G.061.120 Determination of a Complete Application, Section 17G.061.130 Application Time Limits, Section 17G.061.150 Modification of Applications and Permits, Section 17G.080.040 Short Subdivisions, Section 17G.080.060 Binding Site Plan, setting an effective date, and other matters properly related thereto.

WHEREAS the City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (GMA) as set forth in RCW 36.70A; and,

WHEREAS the Comprehensive Plan includes policies and goals to evaluate and improve the permitting process to ensure that they meet community needs and goals, especially Economic Development policy 7.6 Development Standards and Permitting Process; and,

WHEREAS, the State Legislature passed Senate Bill 5290 which amends RCW 36.70B.140, 36.70B.020, 36.70B.070, 36.70B.080, and 36.70B.160, and 36.70B.110, and adds new sections to chapter 36.70B which relate to the consolidating the permitting process,

WHEREAS, compliance with Senate Bill 5290 is a requirement on the Periodic Update Checklist for Fully-Planning Cities and advances our work on the required Periodic Update to the Comprehensive Plan 2026 and the required development code amendments.

WHEREAS, the City has complied with the amendments to RCW 36.70B.140, 36.70B.020, 36.70B.070, 36.70B.080, and 36.70B.160, and 36.70B.110 in the adoption of this Ordinance,

WHEREAS, a SEPA Categorical Exemption WAC 197-11-800(19) applies to SMC Section 17A.020.030 "C" Definitions, Section 17A.020.200 "T" Definitions, Section 17E.020.080 Application Submittal Requirements, Section 17E.030.060 Establishment of Development Permit, Section 17E.040.080 Application Submittal Requirements, Section 17E.070.080 Application Submittal Requirements, Section 17G.061.110 Application Requirements, Section 17G.061.120 Determination of a Complete Application, Section 17G.061.130 Application Time Limits, Section 17G.061.150 Modification of Applications and Permits, Section 17G.080.040 Short Subdivisions, Section 17G.080.060 Binding Site Plan

WHEREAS, prior to the Plan Commission public hearing a legal notice was published in the Spokesman Review on September 11, 2024, and September 18, 2024; and,

WHEREAS, on September 25, 2024, the Plan Commission held a public hearing on the proposed amendments. No testimony was heard; and,

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of the adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning and Economic Development Staff Report and the City of Spokane Plan Commission Findings of Fact, Conclusions, and Recommendations for the same purposes; and

Now, Therefore, the City of Spokane does hereby ordain as follows:

Section 1. Section 17A.020.030 "C" Definitions is amended to read as follows:

- A. Candidate Species.
A species of fish or wildlife, which is being reviewed, for possible classification as threatened or endangered.
- B. Carport.
A carport is a garage not entirely enclosed on all sides by sight-obscuring walls and/or doors.
- C. Cellular Telecommunications Facility.
They consist of the equipment and structures involved in receiving telecommunication or radio signals from mobile radio communications sources and transmitting those signals to a central switching computer that connects the mobile unit with the land-based telephone lines.
- D. Central Business District.
The general phrase "central business district" refers to the area designated on the comprehensive plan as the "downtown" and includes all of the area encompassed by all of the downtown zoning categories combined.
- E. Certificate of Appropriateness.
Written authorization issued by the commission or its designee permitting an alteration or significant change to the controlled features of a landmark or landmark site after its nomination has been approved by the commission.
- F. Certificate of Capacity.
A document issued by the planning and economic development services department indicating the quantity of capacity for each concurrency facility that has been reserved for a specific development project on a specific property. The document may have conditions and an expiration date associated with it.

- G. **Certified Erosion and Sediment Control Lead (CESCL).**
An individual who is knowledgeable in the principles and practices of erosion and sediment control. The CESCL shall have the skills to assess the:
1. site conditions and construction activities that could impact the quality of stormwater, and
 2. effectiveness of erosion and sediment control measures used to control the quality of stormwater discharges.
The CESCL shall have current certification through an approved erosion and sediment control training program that meets the minimum training standards established by the Washington State department of ecology.
- H. **Change of Use.**
For purposes of modification of a preliminary plat, "change of use" shall mean a change in the proposed use of lots (e.g., residential to commercial).
- I. **Channel Migration Zone (CMZ).**
A corridor of variable width that includes the current river plus adjacent area through which the channel has migrated or is likely to migrate within a given timeframe, usually one hundred years.
- J. **Channelization.**
The straightening, relocation, deepening, or lining of stream channels, including construction of continuous revetments or levees for the purpose of preventing gradual, natural meander progression.
- K. **City.**
The City of Spokane, Washington.
- L. **City Engineer.**
The Director of the Engineering Services department, or their designee for approval authority.
- M. **Clear Street Width.**
The width of a street from curb to curb minus the width of on-street parking lanes.
- N. **Clear Pedestrian Zone.**
Area reserved for pedestrian traffic; typically included herein as a portion of overall sidewalk width to be kept clear of obstructions to foot traffic.
- O. **Clear View Triangle.**
1. A clear view maintained within a triangular space at the corner of a lot so that it does not obstruct the view of travelers upon the streets.

KEEP CURRENT IMAGE
 2. Intersection of local and arterial: A right triangle having a fifteen-foot side measured along the curb line of the residential street and a seventy-five foot side along the curb line of the intersecting arterial street, except that when the arterial street has a speed limit of thirty-five miles per hour, the triangle has a side along such arterial of one hundred twenty-two feet, or when the arterial speed limit is 40 mph or greater the dimensions of the triangle shall be determined by Street Department staff using AASHTO's A Policy on Geometric Design as a reference.

KEEP CURRENT IMAGE
 3. Alleys: A right isosceles triangle having sides of seven feet measured along the right-of-way line of an alley and:
 - a. the inside line of the sidewalk; or
 - b. if there is no sidewalk, a line seven feet inside the curb line.
KEEP CURRENT IMAGE
- P. **Clear Zone.**
The roadside area free of obstacles, starting at the edge of the traveled way.
- Q. **Clearing.**
The removal of vegetation or plant cover by manual, chemical, or mechanical means. Clearing includes, but is not limited to, actions such as cutting, felling, thinning, flooding, killing, poisoning, girdling, uprooting, or burning.

R. Cliffs.

A type of habitat in the Washington department of fish and wildlife (WDFW) priority habitat and species system that is considered a priority due to its limited availability, unique species usage, and significance as breeding habitat. Cliffs are greater than twenty-five feet high and below five thousand feet elevation.

A "cliff" is a steep slope of earth materials, or near vertical rock exposure. Cliffs are categorized as erosion landforms due to the processes of erosion and weathering that produce them. Structural cliffs may form as the result of fault displacement or the resistance of a cap rock to uniform downcutting. Erosional cliffs form along shorelines or valley walls where the most extensive erosion takes place at the base of the slope.

S. Closed Record Appeal Hearing.

A hearing, conducted by a single hearing body or officer authorized to conduct such hearings, that relies on the existing record created during a quasi-judicial hearing on the application. No new testimony or submission of new evidence and information is allowed.

T. Collector Arterial.

Collector arterials (consisting of Major and Minor Collectors) collect and distribute traffic from local streets to principal and minor arterials. They serve both land access and traffic circulation.

U. Co-location.

Is the locating of wireless communications equipment from more than one provider on one structure at one site.

V. Colony.

A hive and its equipment and appurtenances, including one queen, bees, comb, honey, pollen, and brood.

W. Commercial Driveway.

Any driveway access to a public street other than one serving a single-family or duplex residence on a single lot.

X. Commercial Vehicle.

Any vehicle the principal use of which is the transportation of commodities, merchandise, produce, freight, animals, or passengers for hire.

Y. Commission – Historic Landmarks.

The City/County historic landmarks commission.

Z. Community Banner.

See SMC 17C.240.015.

AA. Community Meeting.

An informal meeting, workshop, or other public meeting to obtain comments from the public or other agencies on a proposed project permit prior to the submission of an application.

A community meeting is between an applicant and owners, residents of property in the immediate vicinity of the site of a proposed project, the public, and any registered neighborhood organization or community council responsible for the geographic area containing the site of the proposal, conducted prior to the submission of an application to the City of Spokane.

A community meeting does not constitute an open record hearing.

The proceedings at a community meeting may be recorded and a report or recommendation shall be included in the permit application file.

AB. Compensatory Mitigation.

Replacing project-induced wetland losses or impacts, and includes, but is not limited to, the following:

1. Restoration.

The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural or historic functions to a former or degraded wetland. For the purpose of tracking net gains in wetland acres, restoration is divided into re-establishment and rehabilitation.

2. Re-establishment.

The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural or historic functions to a former wetland. Re-establishment results in a gain in wetland acres (and functions). Activities could include removing fill material, plugging ditches, or breaking drain tiles.

3. Rehabilitation.

The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural or historic functions of a degraded wetland. Rehabilitation results in a gain in wetland function but does not result

in a gain in wetland acres. Activities could involve breaching a dike to reconnect wetlands to a floodplain or return tidal influence to a wetland.

4. Creation (Establishment).

The manipulations of the physical, chemical, or biological characteristics present to develop a wetland on an upland or deepwater site where a wetland did not previously exist. Establishment results in a gain in wetland acres. Activities typically involve excavation of upland soils to elevations that will produce a wetland hydroperiod, create hydric soils, and support the growth of hydrophytic plant species.

5. Enhancement.

The manipulation of the physical, chemical, or biological characteristics of a wetland site to heighten, intensify, or improve specific function(s) or to change the growth stage or composition of the vegetation present. Enhancement is undertaken for specified purposes such as water quality improvement, flood water retention, or wildlife habitat. Enhancement results in a change in some wetland functions and can lead to a decline in other wetland functions, but does not result in a gain in wetland acres. Activities typically consist of planting vegetation, controlling non-native or invasive species, modifying site elevations or the proportion of open water to influence hydroperiods, or some combination of these activities.

6. Protection/Maintenance (Preservation).

Removing a threat to, or preventing the decline of, wetland conditions by an action in or near a wetland. This includes the purchase of land or easements, repairing water control structures or fences or structural protection such as repairing a barrier island. This term also includes activities commonly associated with the term preservation. Preservation does not result in a gain of wetland acres, may result in a gain in functions, and will be used only in exceptional circumstances.

AC. Counter Complete

A land use application is counter complete if the application contains the documents and information required by SMC 17G.061.110 and required fees have been paid. This is the first step in the Land Use Application Determination of Completeness as outlined in 17G.061.120 and the department may request additional information, documents, or studies before certifying the application as technically complete.

~~((AG))~~AD. Comprehensive Plan.

The City of Spokane comprehensive plan, a document adopted pursuant to chapter 36.70A RCW providing land use designations, goals and policies regarding land use, housing, capital facilities, housing, transportation, and utilities.

~~((AD))~~AE. Conceptual Landscape Plan.

A scale drawing showing the same information as a general site plan plus the location, type, size, and width of landscape areas as required by the provisions of chapter 17C.200 SMC.

The type of landscaping, L1, L2, or L3, is required to be labeled.

It is not a requirement to designate the scientific name of plant materials on the conceptual landscape plan.

~~((AE))~~AF. Concurrency Certificate.

A certificate or letter from a department or agency that is responsible for a determination of the adequacy of facilities to serve a proposed development, pursuant to chapter 17D.010 SMC, Concurrency Certification.

~~((AF))~~AG. Concurrency Facilities.

Facilities for which concurrency is required in accordance with the provisions of this chapter. They are:

1. transportation,
2. public water,
3. fire protection,
4. police protection,
5. parks and recreation,
6. libraries,
7. solid waste disposal and recycling,
8. schools, and

9. public wastewater (sewer and stormwater).

~~((AG))~~ AH. Concurrency Test.

The comparison of an applicant's impact on concurrency facilities to the available capacity for public water, public wastewater (sewer and stormwater), solid waste disposal and recycling, and planned capacity for transportation, fire protection, police protection, schools, parks and recreation, and libraries as required in SMC 17D.010.020.

~~((AH))~~ AI. Conditional Use Permit.

A "conditional use permit" and a "special permit" are the same type of permit application for purposes of administration of this title.

~~((AI))~~ AJ. Condominium.

Real property, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions. Real property is not a condominium unless the undivided interests in the common elements are vested in unit owners, and unless a declaration and a survey map and plans have been recorded pursuant to chapter 64.34 RCW.

~~((AJ))~~ AK. Confidential Shelter.

Shelters for victims of domestic violence, as defined and regulated in chapter 70.123 RCW and WAC 248-554. Such facilities are characterized by a need for confidentiality.

~~((AK))~~ AL. Congregate Residence.

A dwelling unit in which rooms or lodging, with or without meals, are provided for nine or more non-transient persons not constituting a single household, excluding single-family residences for which special or reasonable accommodation has been granted.

~~((AL))~~ AM. Conservancy Environments.

Those areas designated as the most environmentally sensitive and requiring the most protection in the current shoreline master program or as hereafter amended.

~~((AM))~~ AN. Container.

Any vessel of sixty gallons or less in capacity used for transporting or storing critical materials.

~~((AN))~~ AO. Context Areas

Established by the Regulating Plan, Context Area designations describe and direct differing functions and features for areas within FBC limits, implementing community goals for the built environment.

~~((AO))~~ AP. Contributing Resource

Contributing resource is any building, object, structure, or site which adds to the historical integrity, architectural quality, or historical significance of the local or federal historic district within which the contributing resource is located.

~~((AP))~~ AQ. Conveyance.

In the context of chapter 17D.090 SMC or chapter 17D.060 SMC, this term means a mechanism for transporting water from one point to another, including pipes, ditches, and channels.

~~((AQ))~~ AR. Conveyance System.

In the context of chapter 17D.090 SMC or chapter 17D.060 SMC, this term means the drainage facilities and features, both natural and constructed, which collect, contain and provide for the flow of surface and stormwater from the highest points on the land down to receiving water. The natural elements of the conveyance system include swales and small drainage courses, streams, rivers, lakes, and wetlands. The constructed elements of the conveyance system include gutters, ditches, pipes, channels, and most flow control and water quality treatment facilities.

~~((AR))~~ AS. Copy.

See SMC 17C.240.015.

~~((AS))~~ AT. Cottage Housing.

A grouping of residential units with a common open space.

~~((AT))~~ AU. Council.

The city council of the City of Spokane.

~~((AU))~~ AV. County.

Usually capitalized, means the entity of local government or, usually not capitalized, means the geographic area of the county, not including the territory of incorporated cities and towns.

~~((AW))~~ AW. Courtyard apartments.

Three or more attached dwelling units arranged on two or three sides of a yard or court.

~~((AW))~~ AX. Covenants, Conditions, and Restrictions (CC&Rs).

A document setting forth the covenants, conditions, and restrictions applicable to a development, recorded with the Spokane County auditor and, typically, enforced by a property owner's association or other legal entity.

~~((AX))~~ AY. Creep.

Slow, downslope movement of the layer of loose rock and soil resting on bedrock due to gravity.

~~((AY))~~ AZ. Critical Amount.

The quantity component of the definition of critical material.

~~((AZ))~~ BA. Critical Aquifer Recharge Areas (CARA).

Critical aquifer recharge areas (CARA) include locally identified aquifer sensitive areas (ASA) and wellhead protection areas.

~~((BA))~~ BB. Critical Areas.

Any areas of frequent flooding, geologic hazard, fish and wildlife habitat, aquifer sensitive areas, or wetlands as defined under chapter 17E.010 SMC, chapter 17E.020 SMC, chapter 17E.030 SMC, chapter 17E.040 SMC, and chapter 17E.070.SMC.

~~((BB))~~ BC. Critical Facility.

A facility for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to:

1. schools;
2. nursing homes;
3. hospitals;
4. police;
5. fire;
6. emergency response installations; and
7. installations which produce, use, or store hazardous materials or hazardous waste.

~~((BG))~~ BD. Critical Material.

1. A compound or substance, or class thereof, designated by the division director of public works and utilities which, by intentional or accidental release into the aquifer or ASA, could result in the impairment of one or more of the beneficial uses of aquifer water and/or impair aquifer water quality indicator levels. Beneficial uses include, but are not limited to:
 - a. domestic and industrial water supply,
 - b. agricultural irrigation,
 - c. stock water, and
 - d. fish propagation.

Used herein, the designation is distinguished from state or other designation.

2. A list of critical materials is contained in the Critical Materials Handbook, including any City modifications thereto.

~~((BD))~~ BE. Critical Material Activity.

A land use or other activity designated by the manager of engineering services as involving or likely to involve critical materials. A list of critical materials activities is contained in the Critical Materials Handbook.

~~((BE))~~ BF. Critical Materials Handbook.

The latest edition of a publication as approved and amended by the division director of public works and utilities from time to time to accomplish the purposes of this chapter.

1. The handbook is based on the original prepared by the Spokane water quality management program ("208") coordination office, with the assistance of its technical advisory committee. It is on file with the director of engineering services and available for public inspection and purchase.

2. The handbook, as approved and modified by the division director of public works and utilities, contains:
 - a. a critical materials list,
 - b. a critical materials activities list, and
 - c. other technical specifications and information.
3. The handbook is incorporated herein by reference. Its provisions are deemed regulations authorized hereunder and a mandatory part of this chapter.

~~((BF))~~ BG. Critical Review.

The process of evaluating a land use permit request or other activity to determine whether critical materials or critical materials activities are involved and, if so, to determine what appropriate measures should be required for protection of the aquifer and/or implementation of the Spokane aquifer water quality management plan.

~~((BG))~~ BH. Critical Review Action.

1. An action by a municipal official or body upon an application as follows:
 - a. Application for a building permit where plans and specifications are required, except for Group R and M occupancies (SMC 17G.010.140 and SMC 17G.010.150).
 - b. Application for a shoreline substantial development permit (SMC 17G.061.070(B)(1)).
 - c. Application for a certificate of occupancy (SMC 17G.010.170).
 - d. Application for a variance or a certificate of compliance SMC 17G.061.110.
 - e. Application for rezoning SMC 17G.061.110.
 - f. Application for conditional permit SMC 17G.061.110.
 - g. Application for a business license (SMC 8.01.120).
 - h. Application for a permit under the Fire Code (SMC 17F.080.060).
 - i. Application for a permit or approval requiring environmental review in an environmentally sensitive area (SMC 17E.050.260).
 - j. Application for connection to the City sewer or water system.
 - k. Application for construction or continuing use of an onsite sewage disposal system (SMC 13.03.0149 and SMC 13.03.0304).
 - l. Application for sewer service with non-conforming or non-standard sewage (SMC 13.03.0145, SMC 13.03.0314, and SMC 13.03.0324).
 - m. Application involving a project identified in SMC 17E.010.120.
 - n. Issuance or renewal of franchise; franchisee use of cathodic protection also requires approval or a franchise affecting the City water supply or water system.
 - o. Application for an underground storage tank permit (SMC 17E.010.210); and
 - p. Application for permit to install or retrofit aboveground storage tank(s) (SMC 17E.010.060(A) and SMC 17E.010.400(D)).
2. Where a particular municipal action is requested involving a land use installation or other activity, and where said action is not specified as a critical review action, the City official or body responsible for approval may, considering the objectives of this chapter, designate such as a critical review action and condition its approval upon compliance with the result thereof.

~~((BH))~~ BI. Critical Review Applicant.

A person or entity seeking a critical review action.

~~((BI))~~ BJ. Critical Review Officer – Authority.

1. The building official or other official designated by the director of public works and utilities.
2. For matters relating to the fire code, the critical review officer is the fire official.
3. The critical review officer carries out and enforces the provisions of this chapter and may issue administrative and interpretive rulings.
4. The critical review officer imposes requirements based upon this chapter, regulations, and the critical materials handbook.
5. The officer may adopt or add to any requirement or grant specific exemptions, where deemed reasonably necessary, considering the purpose of this chapter.

~~((BJ))~~ BK. Critical Review Statement.

A checklist, disclosure form, or part of an application for a critical review action, disclosing the result of critical review. Where not otherwise provided as part of the application process, the critical review officer may provide forms and a time and place to file the statement.

~~((BK))~~ BL Cumulative Impacts.

The combined, incremental effects of human activity on ecological or critical area functions and values. Cumulative impacts result when the effects of an action are added to or interact with other effects in a particular place and within a particular time. It is the combination of these effects, and any resulting environmental degradation, that should be the focus of cumulative impact analysis and changes to policies and permitting decisions.

~~((BL))~~ BM Curb Ramp.

A ramp constructed in the sidewalk to provide an accessible route from the sidewalk to the street.

~~((BM))~~ BN Cutbank.

The concave bank of a moving body of water that is maintained as a steep or even overhanging cliff by the actions of water at its base.

Section 2. Section 17A.020.200 "T" Definitions SMC is amended to read as follows:

A. Technically Complete

A term to describe a land use application that is certified as complete. A land use application will be deemed technically complete once all steps in 17G.061.120 Land Use Application Procedures for Determination of Completeness have been satisfied and all requested information has been correctly submitted to the City. This definition applies to applications determined procedurally complete as defined by RCW 36.70B.070.

~~((A))~~ B Temporary Erosion and Sediment Control Measures.

Erosion and sediment control devices used to provide temporary stabilization of a site, usually during construction or ground disturbing activities, before permanent devices are installed.

~~((B))~~ C Temporary Sign.

A sign placed on a structure or the ground for a specifically limited period of time as provided in SMC 17C.240.240(G).

~~((G))~~ D Temporary Structure.

A structure approved for location on a lot by the department for a period not to exceed six months with the intent to remove such structure after the time period expires.

~~((D))~~ E Tenant Space.

Portion of a structure occupied by a single commercial lease holder with its own public entrance from the exterior of the building or through a shared lobby, atrium, mall, or hallway and separated from other tenant spaces by walls.

~~((E))~~ F Through Pedestrian Zone.

The portion of a sidewalk that is intended for pedestrian travel and is entirely free of permanent and temporary objects.

~~((F))~~ G Tideland.

Land on the shore of marine water bodies between the line of ordinary high tide and the line of extreme low tide.

~~((G))~~ H Total Maximum Daily Load (TMDL).

A calculation of the maximum amount of a pollutant that a water body can receive and still meet water quality standards, and an allocation of that amount to the pollutant's sources. A TMDL is the sum of the allowable loads of a single pollutant from all contributing point and non point sources. The calculation shall include a margin of safety to ensure that the water body can be used for the purposes the state has designated. The calculation shall also account for reasonable variation in water quality. Water quality standards are set by states, territories, and tribes. They identify the uses for each water body, for example, drinking water supply, contact recreation (swimming), and aquatic life support (fishing), and the scientific criteria to support that use. The Clean Water Act, section 303, establishes the water quality standards and TMDL programs.

~~((H))~~ I [Deleted].

~~((I))~~ J [Deleted].

~~((J))~~ K [Deleted].

~~((K))~~ L Tracking.

The deposition of sediment onto paved surfaces from the wheels of vehicles.

~~((L))~~ M Tract.

A piece of land created and designated as part of a land division that is not a lot, lot of record or a public right-of-way. Tracts are created and designated for a specific purpose. Land uses within a tract are restricted to those uses consistent with the stated purpose as described on the plat, in maintenance agreements, or through conditions, covenants and restrictions (CC&Rs).

((M)) N. Traveled Way.

The area of street which is intended to carry vehicular traffic, excluding any shoulders.

((N)) O. Triplex.

A building that contains three dwelling units on the same lot that share a common wall or common floor/ceiling.

((O)) P. Type I Application.

An application for a project permit that is subject to an administrative approval and is not categorically exempt from environmental review under chapter 43.21C RCW (SEPA) and the City of Spokane Environmental Ordinance chapter 17E.050 SMC, and does not require a public hearing. Type I applications are identified in Table 17G.061.010-1 in chapter 17G.061 SMC. These applications may include, but are not limited to, building permits and grading permits.

((P)) Q. Type II Application.

An application for a project permit that is subject to an administrative decision of a department director, that may or may not be categorically exempt from chapter 43.21C RCW (SEPA), and does not require a public hearing. The Type II applications are identified in Table 17G.061.010-1 in chapter 17G.061 SMC. These applications may include, but are not limited to, short plats, binding site plans, shoreline substantial development permits, and some conditional use permits; provided, the planning director may require conditional use permits which are otherwise characterized as Type II applications under this title to be submitted and processed as Type III applications when the director issues written findings that the Type III process is in the public interest.

((Q)) R. Type III Application.

An application for a project permit that is subject to a quasi-judicial decision of the hearing examiner that may or may not be categorically exempt from chapter 43.21C RCW (SEPA) and the City of Spokane Environmental Ordinance chapter 17E.050 SMC and requires a public hearing. Type III applications are identified in Table 17G.061.010-1 in chapter 17G.061 SMC. These applications may include, but are not limited to, rezones, conditional use permits, preliminary long plats, or shoreline conditional use permits.

Section 3: Section 17E.020.080 Application Submittal Requirements is amended to read as follows:

- A. A pre-development conference is recommended ((required)) for all regulated activities proposed in potential fish and wildlife habitat conservation areas and associated buffers per chapter 17G.061 SMC. The pre-development conference is intended to acquaint an applicant with standards, requirements, investigation procedures, best management practice and potential review procedures prior to making application.
- B. A critical areas checklist is required at the time of application for all regulated activities proposed in fish and wildlife habitat areas and associated buffers per SMC 17G.061.110(C).
- C. All activities identified in SMC 17E.020.050 shall meet the following application submittal requirements in addition to the application submittal requirements specified in other codes. The director may modify the submittal requirements based upon reasonable documentation, including BAS, needed to ensure compliance with this chapter, provided no construction activity, clearing or grading has taken place. A written summary of analysis and findings shall be included in any staff report or decision on the underlying permit.
 1. Topographic Survey.

A topographic site plan, prepared and stamped by a State of Washington licensed surveyor, is required for sites that include a wetland or its buffer. The

 - a. Existing topography at two-foot contour intervals on-site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements.
 - b. Terrain and stormwater-flow characteristics within the site, on adjacent sites within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements.
 - c. Location of areas with significant amounts of vegetation, and specific location and description of all trees with trunks six inches or greater in diameter measured four feet, six inches above the ground, and noting their species.
 - d. Location and boundaries of all existing site improvements on the site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements. This shall include the amounts of developmental coverage, including all impervious surfaces (noting total square footage and percentage of site occupied).
 - e. Location of all grading activities in progress, and all natural and artificial drainage control facilities or systems in existence or on adjacent lands on the site, within twenty-five feet of the site's property lines, and in the full width of abutting public and private rights-of-way and easements.
 - f. Location of all existing utilities (water, sewer, gas, electric, phone, cable, etc.), both above and below ground, on the site, on adjacent lands within twenty-five feet of the site's property lines and in the full width of abutting public rights-of-way; and
 - g. Such additional existing physical elements information for the site and surrounding area as required by the director to complete review of a project subject to the standards of this chapter.

2. Additional Site Plan Information.

The following site plan information shall also be required for sites that include landslide-prone, flood-prone, riparian corridor, wetland and steep slope areas or their buffers. Information related to the location and boundaries of critical areas and required buffer delineations shall be prepared by qualified professionals with training and experience in their respective area of expertise as demonstrated to the satisfaction of the director.

- a. Location and boundaries of all critical areas and related buffers on the site and on adjacent lands within twenty-five feet of the site's property lines, noting both total square footage and percentage of site.
- b. Location and identification of all riparian corridors and wetlands within one hundred feet of the site's property lines.
- c. Location and boundaries of all proposed site improvements on the site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements. This shall include the amount of proposed land disturbing activities, including amounts of developmental coverage, impervious surfaces and construction activity areas (noting total square footage and percentage of site occupied).
- d. Location of all proposed grading activities and all proposed drainage control facilities or systems on the site or on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements.
- e. Location of all proposed utilities (water, sewer, gas, electric, phone, cable, etc.), both above and below ground, on the site, on adjacent lands within twenty-five feet of the site's property lines, in the full width of abutting public rights-of-way, and any proposed extension required to connect to existing utilities, and proposed methods and locations for the proposed development to hook-up to these services; and
- f. Such additional site plan information related to the proposed development as required by the director to complete review of a project subject to the standards of this chapter.

3. Technical Reports.

Technical reports and other studies and submittals shall be prepared as required by the director detailing soils, geological, hydrological, drainage, plant ecology and botany, and other pertinent site information. The reports, studies and submittals shall be used to condition development to prevent potential harm and to protect the critical nature of the site, adjacent properties and the drainage basin.

Section 4: Section 17E.030.060 Establishment of Development Permit is amended to read as follows:

A. Development Permit Required.

A development permit shall be obtained before construction or development begins within any area of special flood hazard established in SMC 17E.030.050(B). The permit shall be for all structures including manufactured homes, as defined in chapter 17A.020 SMC and for all development, including fill and other activities also as defined in chapter 17A.020 SMC.

B. A pre-development conference as set forth in chapter 17G.061 SMC is recommended (~~required~~) for all development proposed in areas identified as potential critical areas within the City of Spokane, including areas of special flood hazard established in SMC 17E.030.050(B).

C. Application for Floodplain Development Permit.

Application for a floodplain development permit shall be made on forms furnished by the City and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions and elevations of the area in question: existing or proposed structures, fill, storage of materials, drainage facilities and the location of foregoing. Specifically, the following information is required:

1. Elevation in relation to mean sea level, of the lowest floor (including basement) of all structures recorded on a current elevation certificate with Section B completed by the Floodplain Administrator;
2. Elevation in relation to mean sea level to which any structure has been floodproofed;
3. Where a structure is to be floodproofed, certification by a registered professional engineer or architect that the floodproofing methods for any nonresidential structure meet the floodproofing criteria in SMC 17E.030.130;
4. Description of the extent to which a watercourse will be altered or relocated as a result of proposed development;
5. A completed critical areas checklist as established at chapter 17G.061 SMC;
6. A completed environmental checklist, unless the Floodplain Administrator as designated in SMC 17E.030.070 has determined that the project is categorically exempt from chapter 17E.050 SMC;
7. Where development is proposed in a floodway, an engineering analysis indication no rise of the Base Flood Elevation; and

8. Any other such information that may be reasonably required by the Floodplain Administrator in order to review the application, including all studies, reports and information required by reviewing departments or agencies to fully disclose potential environmental impacts of the proposal. These studies are required to demonstrate acceptance by the applicable department or agencies prior to the application being certified complete.
- D. Fee Processing.
Floodplain development permits shall be processed as set forth in chapter 17G.061 SMC.
- E. Fee Schedule.
The fees for processing a floodplain development permit are set forth in SMC 8.02.066(F).

Section 5: Section 17E.040.080 Application Submittal Requirements is amended to read as follows:

- A. A pre-development conference is recommended (~~required~~) for all regulated activities proposed in geologically hazardous areas and associated buffers per chapter 17G.061 SMC. The pre-development conference is intended to acquaint an applicant with standards, requirements, investigation procedures, best management practice and potential review procedures prior to making application.
- B. All activities identified in SMC 17E.040.050 shall meet the following application submittal requirements in addition to the application submittal requirements specified in other codes. The director may modify the submittal requirements based upon reasonable documentation, including BAS, needed to ensure compliance with this chapter, provided no construction activity, clearing or grading has taken place. A written summary of analysis and findings shall be included in any staff report or decision on the underlying permit.
 1. Topographic Survey.
A topographic site plan, prepared and stamped by a State of Washington licensed surveyor, is required for sites that include a geohazard or its buffer. The topographic site plan shall include the following existing physical elements:
 - a. Existing topography at two-foot contour intervals on-site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements.
 - b. Terrain and stormwater-flow characteristics within the site, on adjacent sites within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements.
 - c. Location of areas with significant amounts of vegetation, and specific location and description of all trees with trunks six inches or greater in diameter measured four feet, six inches above the ground, and noting their species.
 - d. Location and boundaries of all existing site improvements on the site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements. This shall include the amounts of developmental coverage, including all impervious surfaces (noting total square footage and percentage of site occupied).
 - e. Location of all grading activities in progress, and all natural and artificial drainage control facilities or systems in existence or on adjacent lands on the site, within twenty-five feet of the site's property lines, and in the full width of abutting public and private rights-of-way and easements.
 - f. Location of all existing utilities (water, sewer, gas, electric, phone, cable, etc.), both above and below ground, on the site, on adjacent lands within twenty-five feet of the site's property lines and in the full width of abutting public rights-of-way; and
 - g. Such additional existing physical elements information for the site and surrounding area as required by the director to complete review of a project subject to the standards of this chapter.
 2. Additional Site Plan Information.
The following site plan information shall also be required for sites that include landslide-prone, flood-prone, riparian corridor, wetland and steep slope areas or their buffers. Information related to the location and boundaries of critical areas and required buffer delineations shall be prepared by qualified professionals with training and experience in their respective area of expertise as demonstrated to the satisfaction of the director.
 - a. Location and boundaries of all critical areas and related buffers on the site and on adjacent lands within twenty-five feet of the site's property lines, noting both total square footage and percentage of site.
 - b. Location and identification of all riparian corridors and wetlands within one hundred feet of the site's property lines.
 - c. Location and boundaries of all proposed site improvements on the site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements. This shall include the amount of proposed land disturbing activities, including amounts of developmental coverage, impervious surfaces and construction activity areas (noting total square footage and percentage of site occupied).
 - d. Location of all proposed grading activities and all proposed drainage control facilities or systems on the site or on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements.
 - e. Location of all proposed utilities (water, sewer, gas, electric, phone, cable, etc.), both above and below ground, on the site, on adjacent lands within twenty-five feet of the site's property lines, in the full width of

- abutting public rights-of-way, and any proposed extension required to connect to existing utilities, and proposed methods and locations for the proposed development to hook-up to these services; and
- f. Such additional site plan information related to the proposed development as required by the director to complete review of a project subject to the standards of this chapter.

3. Technical Reports.

Technical reports and other studies and submittals, including the geohazard evaluation and mitigation plan described in SMC 17E.040.090 below, shall be prepared as required by the director detailing soils, geological, hydrological, drainage, plant ecology and botany, and other pertinent site information. The reports, studies and submittals shall be used to condition development to prevent potential harm and to protect the critical nature of the site, adjacent properties and the drainage basin.

Section 6: Section 17E.070.080 Application Submittal Requirements is amended to read as follows:

- A. A pre-development conference is ~~((required))~~ recommended for all regulated activities proposed in potential wetland areas and associated buffers per chapter 17G.061 SMC. The pre-development conference is intended to acquaint an applicant with standards, requirements, investigation procedures, best management practice, and potential review procedures prior to submitting an application.
- B. All activities identified in SMC 17E.070.040 shall meet the following application submittal requirements in addition to the application submittal requirements specified in other codes. The director may modify the submittal requirements based upon reasonable documentation, including BAS, needed to ensure compliance with this chapter, provided no construction activity, clearing, or grading has taken place. A written summary of analysis and findings shall be included in any staff report or decision on the underlying permit.
 1. Wetlands Report. This report shall include a written assessment and accompanying maps of the impacted wetland including, at a minimum, wetland delineation and rating as determined by SMC 17E.070.100; existing wetland acreage; proposed wetland impacts; alternatives to wetlands impacts; proposed wetland buffer; vegetative, faunal and hydrological characteristics; soil and substrate conditions and topographic elevations; and shall be submitted as a part of the permit application.
 2. Topographic Survey. To the extent not provided in the wetlands report, a topographic site plan, prepared and stamped by a State of Washington licensed surveyor, is required for sites that include a wetland or its buffer. The topographic site plan shall include the following existing physical elements:
 - a. Existing topography at two-foot contour intervals on-site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements;
 - b. Terrain and stormwater-flow characteristics within the site, on adjacent sites within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements;
 - c. Location of areas with significant amounts of vegetation, and specific location and description of all trees with trunks six inches or greater in diameter at breast height (dbh) measured four feet, six inches above the ground, and noting their species;
 - d. Location and boundaries of all existing site improvements on the site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements. This shall include the amounts of developmental coverage, including all impervious surfaces (noting total square footage and percentage of site occupied);
 - e. Location of all ongoing grading activities as well as all natural and artificial drainage control facilities or systems in existence on the site or on adjacent lands, within twenty-five feet of the site's property lines, and in the full width of abutting public and private rights-of-way and easements;
 - f. Location of all existing utilities (water, sewer, gas, electric, phone, cable, etc.), both above and below ground, on the site, on adjacent lands within twenty-five feet of the site's property lines and in the full width of abutting public rights-of-way; and
 - g. Additional information on existing physical elements on the site and surrounding area as required by the director to inform a complete review of a project subject to the standards of this chapter.
 3. Additional Site Plan Information. To the extent not provided in the wetlands report, the following site plan information shall also be required for sites that include wetlands and their buffers. Information related to the location and boundaries of wetlands and required buffer delineations shall be prepared by qualified professionals with training and experience in their respective area of expertise as demonstrated to the satisfaction of the director.
 - a. Location and boundaries of all wetlands and wetland buffer on the site and on adjacent lands within twenty-five feet of the site's property lines, noting both total square footage and percentage of site;
 - b. Location and identification of all wetlands within one hundred feet of the site's property lines;
 - c. Location and boundaries of all proposed site improvements on the site, on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements. This shall include the amount of proposed land disturbing activities, including amounts of developmental coverage, impervious surfaces and construction activity areas (noting total square footage and percentage of site occupied);

- d. Location of all proposed grading activities and all proposed drainage control facilities or systems on the site or on adjacent lands within twenty-five feet of the site's property lines, and on the full width of abutting public and private rights-of-way and easements;
 - e. Location of all proposed utilities (water, sewer, gas, electric, phone, cable, etc.), both above and below ground, on the site, on adjacent lands within twenty-five feet of the site's property lines, in the full width of abutting public rights-of-way, and any proposed extension required to connect to existing utilities, and proposed methods and locations for the proposed development to hook-up to these services; and
 - f. Such additional site plan information related to the proposed development as required by the director to inform a complete review of a project subject to the standards of this chapter.
4. Technical Reports. To the extent not provided in the wetlands report, technical reports and other studies and submittals shall be prepared as required by the director detailing on site soils, geology, hydrology, drainage, plant ecology and botany, and other pertinent site information. The reports, studies and submittals shall be used to condition development to prevent potential harm and to protect the critical nature of the site, adjacent properties, and the drainage basin.

Section 7: Section 17G.061.110 Application Requirements is amended to read as follows:

A. Predevelopment Meeting.

1. Purpose.
Predevelopment meetings are not intended to be an exhaustive review of all regulations or potential issues for a given application. Predevelopment meetings have two purposes:
 - a. acquaint City staff and other agencies with a proposed development and to generally advise the applicant of applicable regulations, design guidelines and design review processes, and policies impacting the proposal; and
 - b. acquaint the applicant with the applicable provisions of these procedures, minimum submission requirements and other plans or regulations which may impact the proposal.
2. The City may, when applicable, apply additional relevant laws to the application subsequent to a predevelopment meeting.
3. ~~((Predevelopment meetings are required for any development proposal in the central business district. The Planning Director or Building Official, as appropriate, may waive this requirement.))~~
4. Predevelopment meetings are recommended for Type II and III applications, and Type I project permit applications in the centers and corridors (CC) zones.

B. Community Meeting.

All Type III applications and Type II applications where indicated in Table 17G.061.010-1 are required to hold a community meeting regarding the proposed application. The applicant or their representative shall conduct the community meeting.

1. Timing.
The meeting shall occur no more than one hundred twenty days prior to application and before the application is accepted by the City.
2. Notice.
Notice for the community meeting shall be posted fourteen days prior to the meeting. Public notice of a community meeting shall be provided as required in SMC 17G.061.210.
3. Combining with Traffic Study.
When a traffic study is required as a part of an application, the scoping meeting for a traffic study may be combined with the community meeting.
4. Meeting Summary.
The applicant shall provide a summary of the meeting at the time of submission of the application. Other attendees of the community meeting may also submit a summary of the meeting issues to the decision-maker. The meeting summary shall consist of the following:
 - a. A digital recording of the meeting proceedings; and
 - b. List of attendees; and
 - c. A copy of the notice of community meeting; and
 - d. Affidavits of posting/mailling the notice.

C. General Requirements.

Applications shall include the following:

1. Predevelopment meeting summary, if required under subsection (A).
2. Filing fees as required under chapter 8.02 SMC.
3. Application documents supplied by the City, including but not limited to:
 - a. General application form;
 - b. Supplemental application form;
 - c. Environmental checklist, if required under chapter 17E.050 SMC;
4. A site plan drawn to scale showing:
 - a. Property dimensions;
 - b. location and dimensions of all existing and proposed physical improvements;
 - c. location and type of landscaping;
 - d. walkways and pedestrian areas;
 - e. off-street parking areas and access drives;
 - f. refuse facilities; and
 - g. significant natural features, such as slopes, trees, rock outcrops, and critical areas.
5. Required copies of documents, plans, or maps (as set forth in the application checklist).
6. Written narrative identifying consistency with the applicable policies, regulations, and criteria for approval of the permit requested.
7. Other plans, such as building elevations, landscaping plans, or sign plans, which are determined by the permitting department to be necessary to support the application.
8. Additional application information as requested by the permitting department, which may include, but is not limited to, the following:
 - a. geotechnical studies;
 - b. hydrologic studies;
 - c. critical area studies;
 - d. noise studies;
 - e. air quality studies;
 - f. visual analysis; and
 - g. transportation impact studies.

D. Additional Requirements

The following Type II and III applications shall meet these requirements in addition to the provisions of subsection (B) of this section:

1. Shoreline – Substantial Development Permit, Conditional Use Permit and Variance.
 - a. Name, address, and phone number of the applicant. The applicant should be the owner of the property or the primary proponent of the project and not the representative of the owner or primary proponent.
 - b. Name, address, and phone number of the applicant's representative if other than the applicant.
 - c. Name, address, and phone number of the property owner, if other than the applicant.
 - d. Location of the property. This shall, at a minimum, include the property address and identification of the section, township and range to the nearest quarter, quarter section or latitude and longitude to the nearest minute.
 - e. Identification of the name of the shoreline (water body) with which the site of the proposal is associated.
 - f. General description of the proposed project that includes the proposed use or uses and the activities necessary to accomplish the project.
 - g. General description of the property as it now exists, including its physical characteristics and improvements and structures.
 - h. General description of the vicinity of the proposed project, including identification of the adjacent uses, structures and improvements, intensity of development and physical characteristics.
 - i. A site development plan consisting of maps and elevation drawings, drawn to an appropriate scale to depict clearly all required information, photographs and text which shall include:
 - i. the boundary of the parcels(s) of land upon which the development is proposed;
 - ii. the ordinary high-water mark of all water bodies located adjacent to or within the boundary of the project. This may be an approximate location, provided that for any development where a determination of consistency with the applicable regulations requires a precise location of the ordinary high-water mark, the mark shall be located precisely and the biological and hydrological basis for the location as indicated on the plans shall be included in the development plan. Where the ordinary high-water mark is neither

adjacent to or within the boundary of the project, the plan shall indicate the distance and direction to the nearest ordinary high-water mark of a shoreline;

- iii. existing and proposed land contours. The contours shall be at intervals sufficient to accurately determine the existing character of the property and the extent of proposed change to the land that is necessary for the development. Areas within the boundary that will not be altered by the development may be indicated as such and contours approximated for that area;
 - iv. a delineation of all wetland areas that will be altered or used as a part of the development;
 - v. the dimensions and locations of all existing and proposed structures and improvements, including but not limited to: buildings, paved or graveled areas, roads, utilities, material stockpiles or surcharge, and stormwater management facilities;
 - vi. an inventory of the existing vegetation on the proposed project site, including the location, type, size, and condition, pursuant to SMC 17E.060.240, Shoreline Vegetation Inventory;
 - vii. a landscape plan prepared and stamped by a licensed landscape architect, registered in the state of Washington;
 - viii. where applicable, plans for development of areas on or off the site as mitigation for impacts associated with the proposed project shall be included;
 - ix. quality, source and composition of any fill material that is placed on the site, whether temporary or permanent;
 - x. quantity, composition and destination of any excavated or dredged material;
 - xi. vicinity map showing the relationship of the property and proposed development or use to roads, utilities, existing developments, and uses on adjacent properties;
 - xii. where applicable, a depiction of the impacts to views from existing residential uses;
 - xiii. on all variance applications, the plans shall clearly indicate where development could occur without the approval of a variance, the physical features and circumstances of the property that provide a basis for the request, and the location of adjacent structures and uses.
2. Certificate of Compliance.
 - a. Site plan is to be prepared by a licensed surveyor; and
 - b. Copies of building permits or other data necessary to demonstrate the building was erected in good faith and all reasonable efforts comply with the code.
 3. Plans-in-lieu of Compliance.
 - a. Alternative development plan designed in conformance with the applicable development regulations; and
 - b. A written narrative of how the proposed development plan is superior, or more innovative, or provides greater public benefit.
 4. Preliminary Plat, Short Plat, and Binding Site Plan. As provided in chapter 17G.080 SMC.
 5. PUD.
 - a. Profiles of any structures more than one story, shown in relation to finished grade.
 - b. Location, dimension, and boundary of proposed open space.
 - c. Site plan demonstrating compliance with Title 17C SMC including signs, off-street parking, structure height, building coverage, yards, density, screening, buffering, and lighting.
 6. Skywalk.
 - a. A legal description of airspace to be occupied.
 - b. Architectural and engineering plans.
 - c. Artist's rendering of the proposed skywalk; and
 - d. Written narrative of the access for the public from the street, other buildings, and other skywalks.
 - e. Acceptance of the final design review recommendations.
 - f. Location and design of all wayfinding signage to be placed to ensure public access.
 7. Floodplain – Floodplain Development Permit and Variance.

As provided in chapter 17E.030 SMC

Section 8: Section 17G.061.120 Determination of a Complete Application is amended to read as follows:

- A. Determination of Completeness.

Within twenty-eight days of receiving a project permit application, the department shall determine if the application is technically complete (RCW 36.70B.070) as outlined on the project permit application. Additional information or studies may be required, or project modifications may be undertaken subsequent to the technical review of the application by the City.

 1. The number of days is measured by counting every calendar day.

2. If a written determination to the contrary is not provided by the 29th day, the application shall be deemed technically complete. However, this does not prevent the City from requesting additional information or studies after the application is deemed technically complete.

B. Procedures for Determination of Completeness.

The following steps outline the process for the department to determine that an application is complete.

1. Counter Complete.

The department shall conduct a preliminary, immediate review to determine if the application filed with the City contains the documents and information required by SMC 17G.061.110. If the department determines the application does not contain the required documents and information, the application including fees shall be returned to the applicant.

2. Component Screening.

If the application appears to contain required documents, the department shall accept the application and within seven days, conduct a detailed review and determine if any additional information is necessary to process the application. If the department determines the application is missing required components, or is inadequate in other ways, ~~((the application including any fees shall be returned to the applicant.))~~ the applicant shall be sent a written determination outlining the necessary components that are needed to make the application counter complete.

a. If the department issues a second request for corrections or information, staff may schedule a meeting to meet with the applicant to attempt to resolve the outstanding issues. The meeting must be scheduled within 14 days of the second request.

b. If a meeting does not resolve the issues and the department proceeds with a third request for additional information or corrections, the application must be approved or denied upon receiving the additional information or corrections.

3. Review by Interested Agencies.

If the application, after the detailed review, is found to contain the required components and supporting documents, the application and supporting documents shall be forwarded to (i) interested City departments, (ii) agencies of local, state, or federal governments that may have jurisdiction over some aspect of the application, and (iii) the individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the project is located and to any neighborhood council whose geographic boundaries are located within a 600-foot radius of the project, at the address for such departments, agencies, and neighborhood council designee(s) on file with the department, for review to ensure compliance with state laws, ordinances and concurrency requirements. Interested departments, agencies, and the neighborhood council shall be given fourteen days to provide comments on a permit application. All written comments will be forwarded to the applicant at the end of the fourteen day comment period. Comments submitted after the fourteen day comment period will be forwarded to the applicant, subject to RCW 36.70B.070.

~~((a. If review agencies require additional information to continue processing the application, the applicant shall be notified in writing.~~

~~b. Required information must be provided within sixty days from the notification by the department. The applicant may submit a written request for additional time to the director; any time extensions shall be in writing. If the information is not received within the sixty days (or as otherwise agreed to), the application and a portion of the fees shall be returned to the applicant, pursuant to chapter 8.02 SMC.~~

~~c. Within fourteen days of the submission of the additional information identified by the review agency, the department shall notify the applicant whether the studies are adequate or what additional information is necessary.~~

~~d. If the neighborhood council submits written comments on an application, the department shall provide a written response to the chairperson, with copy to the applicant, no later than the date on which the application is certified complete pursuant to paragraph D herein below.)~~

4. a. Application ((Certified Complete.)) Certification.

Within seven days of the expiration of the interested agency comment period, ((if no additional information was required, or the information required under subsection (3) is acceptable,)) the department shall provide a written determination stating either that the application is technically complete or that the application is technically incomplete. ((certify the application complete. Applications requiring review by the hearing examiner are forwarded to the hearing examiner upon being certified as complete.))

~~((a.))~~ i. If review agencies require additional information to continue processing the application, the applicant shall be notified in writing.

~~((b.))~~ ii. Required information must be provided within sixty days from the notification by the department. The applicant may submit a written request for additional time to the director; any time extensions shall be in writing. If the information is not received within the sixty days (or as otherwise agreed to), the application and a portion of the fees shall be returned to the applicant, pursuant to chapter 8.02 SMC.

- ~~((e-))~~ iii. Within fourteen days of the submission of the additional information identified by the review agency, the department shall notify the applicant whether the studies are adequate or what additional information is necessary.
- ~~((d-))~~ iv. If the neighborhood council submits written comments on an application, the department shall provide a written response to the chairperson, with copy to the applicant, no later than the date on which the application is certified complete pursuant to paragraph D herein below.

4. Technically Complete Application

- a. Within seven days of the expiration of the interested agency comment period, if no additional information was required, or the information required under subsection (3) is acceptable, the department shall provide a written determination stating either that the application is certified as technically complete or still technically incomplete.

5. 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.061.210. 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)).

6. Vesting.

Applications shall be considered vested at the time the application is ~~((certified))~~ counter complete and all fees have been paid, the vesting date shall be the date of application submission. If the application is not complete when filed or information is not timely provided as set forth in subsection (2) or (3), the application shall not be considered complete for purposes of vesting or other statutory compliance dates.

a. Expiration of Vested applications

- i. Vested applications remain in effect unless no action is taken to complete the project and the date of expiration is reached. A list of permit expiration dates can be found in Table 17G.061.010-1.

Section 9: Section 17G.061.130 Application Time Limits is amended to read as follows:

- A. A decision on permit applications subject to this chapter shall ~~((be made within one hundred twenty days of submission of a complete application as set forth in SMC 17G.061.130.))~~ not exceed the following for each type of permit (RCW 36.70B.080):

1. 65 days for permits which do not require public notice.
2. 100 days for permits which require public notice, and
3. 170 days for permits which require public notice and a public hearing.
4. The number of days is measured by counting every calendar day.
5. A summary of the application types and requirements can be found in Table 17G.061.010.

- B. ~~((The following shall be excluded when calculating this time period:))~~ The number of days an application is in review with the City shall be calculated from the day the application is deemed technically complete as determined under RCW 36.70B.070 to date a final decision is issued on the project permit application. The number of days shall be calculated by counting every calendar day and excluding the following time periods:

1. Any period during which the applicant has been requested by the department to correct plans, perform required studies, or provide additional required information due to the applicant's inaccurate or insufficient information and the day when additional information is submitted by the applicant.
2. Any period during which an environmental impact statement is being prepared.
3. Any period for administrative appeals of land use permits.
- ~~((Any extension for any reasonable period mutually agreed upon in writing between the applicant and the department (RCW 36.70B.080(1)).))~~ Time periods may be extended for 30 days in the following cases:

- a. If the applicant informs the City in writing that the applicant would like to suspend the review of the project for more than 60 days; or
 - b. If the applicant is not responsive for more than 60 consecutive days after the additional information has been requested to further process the application.
5. If the permit requires approval of a new fully contained community as provided in RCW 36.70A.350, or a master planned resort as provided in RCW 36.70A.360, or the siting of an essential public facility as provided in RCW 36.70A.200.
 6. The time periods shall start over if an applicant proposes a substantial modification to an application as described in Section 17G.061.150 Modification of Applications and Permits.
 7. Annual amendments to the comprehensive plan are not subject to the requirements of this section.
- C. The City may, by adoption of an ordinance or resolution, modify the time periods to add permit types, change permit names or types in each category, address how consolidated review time frames may be different than permits submitted individually and address how projects of a certain size or type may be differentiated as provided for in RCW 36.70B.140.

Section 10: Section 17G.061.150 Modification of Applications and Permits is amended to read as follows:

A. Modification of Complete Application.

1. Proposed modifications to an application, which the department has previously found to be complete, will be treated as follows:
 - a. Minor ((M)) modifications proposed by the department to an application shall not be considered a new application.
 - b. If the applicant proposes substantial modifications to an application, as determined by the department, the application may be considered a new application. The new application shall conform to the requirements of all statutes and ordinances in effect at the time the new application is submitted. A substantial modification may include but is not limited to the following:
 - i. change in use;
 - ii. increase in density;
 - iii. increase in site area; or
 - iv. changes that increase or significantly modify the traffic pattern for the proposed development.

B. Limitations on Refiling of Application.

1. Applications for a land use permit pursuant to Title 17 SMC on a specific site shall not be accepted if a similar permit has been denied on the site within the twelve months prior to the date of submittal of the application. The date of denial shall be considered the date the decision was made on an appeal, if an appeal was filed or the date of the original decision if no appeal was filed.
2. The twelve-month time period may be waived or modified if the director finds that special circumstances warrant earlier reapplication. The director shall consider the following in determining whether an application for permit is similar to, or substantially the same as, a previously denied application:
 - a. An application for a permit shall be deemed similar if the proposed use of the property is the same, or substantially the same, as that which was considered and disallowed in the earlier decision.
 - b. An application for a permit shall be deemed similar if the proposed application form and site plan (i.e., building layout, lot configuration, dimensions) are the same, or substantially the same, as that which was considered and disallowed in the earlier decision; and
 - c. An application for a variance, exception, or waiver shall be deemed similar if the special circumstances which the applicant alleges as a basis for the request are the same, or substantially the same, as those considered and rejected in the earlier decision. In every instance, the burden of proving that an application is not similar shall be upon the applicant.

C. Modifications or Revisions to Shoreline Permits.

1. A permit revision is required whenever the applicant proposes substantive changes to the design, terms, or conditions of a project from that which is approved in the permit. Changes are substantive if they materially alter the project in a manner that relates to its conformance to the terms and conditions of the permit, the shoreline master program and/or the policies and provisions of chapter 90.58 RCW.
2. Changes which are not substantive in effect do not require approval of a revision. When an applicant seeks to revise a permit, the director shall request from the applicant detailed plans and text describing the proposed changes in the permit.

3. If the director determines that the proposed changes are within the scope and intent of the original permit as defined in WAC 173-27-100(2) and are consistent with the shoreline master program and the Shoreline Management Act, the director may approve a revision.
 4. If the proposed changes are not within the scope and intent of the original permit, the applicant shall apply for a new permit in the manner provided for in this chapter.
 5. Revisions to permits may be authorized after original permit authorization has expired under RCW 90.58.143. The purpose of such revisions shall be limited to authorization of changes which are consistent with WAC 173-27 and which would not require a permit for the development or change proposed under the terms of the Shoreline Management Act, this section and the shoreline master program. If the proposed change constitutes substantial development then a new permit is required. This shall not be used to extend the time requirements or to authorize substantial development beyond the time limits of the original permit.
 6. If the sum of the revision and any previously approved revisions under former WAC 173-14-064 or WAC 173-27-100 violate the provisions that they are "within the scope and intent of the original permit," the director shall require that the applicant apply for a new permit.
 7. The revision approval, including the revised site plans and text consistent with the provisions of WAC 173-27-180 as necessary to clearly indicate the authorized changes, and the final ruling on consistency with this section shall be filed with the department of ecology. In addition, the director shall notify parties of record of their action.
 8. If the revision to the original permit was a conditional use or variance, which was conditioned by the department of ecology, the director shall submit the revision to the department of ecology for its approval, approval with conditions, or denial, indicating that the revision is being submitted under the requirements of this section. Ecology shall render and transmit to the City and the applicant its final decision within fifteen days of the date of the department of ecology's receipt of the submittal from the director. The director shall notify parties of record of the department of ecology's final decision.
 9. The revised permit is effective immediately upon final decision by the director, or when reviewed by the department of ecology, pursuant to subsection (7), then upon final action by the department of ecology.
 10. Appeals shall be in accordance with RCW 90.58.180 and shall be filed with the shorelines hearings board within twenty-one days from the date of receipt of the revision approved by the director, or when appropriate under subsection (7), the date ecology's final decision is transmitted to the City and the applicant. Appeals shall be based only upon contentions of noncompliance with the provisions of subsection (2). Construction undertaken pursuant to that portion of a revised permit not authorized under the original permit is at the applicant's own risk until the expiration of the appeals deadline. If an appeal is successful in proving that a revision is not within the scope and intent of the original permit, the decision shall have no bearing on the original permit.
- D. Modification to a Building Permit Subject to a Type II or III Approval.
- In issuing building permits for construction under an approved site plan, the building official may, with concurrence of the Planning Director, permit minor adjustments of the location and/or dimensions of buildings, parking areas, and roadways as long as such adjustments do not change any points of ingress or egress to the site unless approved by the director of engineering services, change any perimeter setbacks, or exceed the density authorized in the permit. No modification of an approved application may be considered approved unless specifically provided in writing.
1. The Planning Director may, without public notice, modify an approved site plan, if all the following criteria are met:
 - a. The use will remain the same.
 - b. The total site coverage or total area covered by buildings will not increase.
 - c. The use will continue to comply with all conditions of approval imposed by the original decision.
 - d. The use will comply with all of the requirements of the land use regulations applicable to it and the property on which it is or will be located.
 2. Any modification of an approved site plan not consistent with the standards of subsection (B)(1) of this section may be approved only pursuant to the procedures for granting the original Type II or III approval.
- E. Modification of Shoreline Permit.
1. Recision and Remanding of Shoreline Permit.
 - a. After providing notice to the permittee and the public and also holding a public meeting, the Planning Director may rescind or suspend a permit if any of the conditions in RCW 90.58.140(8) exist.
 - b. Under the conditions listed in RCW 90.58.180, shoreline permits may be remanded back to the City by the Shorelines Hearings Board.

2. Other Modification of Shoreline Permit.
 - a. A permit revision is required whenever the applicant proposes substantive changes to the design, terms, or conditions of a project from that which is approved in the permit. Changes are substantive if they materially alter the project in a manner that relates to its conformance to the terms and conditions of the permit, the shoreline master program and/or the policies and provisions of chapter 90.58 RCW.
 - b. Changes which are not substantive in effect do not require approval of a revision. When an applicant seeks to revise a permit, the director shall request from the applicant detailed plans and text describing the proposed changes in the permit.
 - c. If the director determines that the proposed changes are within the scope and intent of the original permit as defined in WAC 173-27-100(2) and are consistent with the shoreline master program and the Shoreline Management Act, the director may approve a revision.
 - d. If the proposed changes are not within the scope and intent of the original permit, the applicant shall apply for a new permit in the manner provided for in this chapter.
 - e. Revisions to permits may be authorized after original permit authorization has expired under RCW 90.58.143. The purpose of such revisions shall be limited to authorization of changes which are consistent with WAC 173-27 and which would not require a permit for the development or change proposed under the terms of the Shoreline Management Act, this section and the shoreline master program. If the proposed change constitutes substantial development then a new permit is required. This shall not be used to extend the time requirements or to authorize substantial development beyond the time limits of the original permit.
 - f. If the sum of the revision and any previously approved revisions under former WAC 173-14-064 or WAC 173-27-100 violate the provisions that they are "within the scope and intent of the original permit," the director shall require that the applicant apply for a new permit.
 - g. The revision approval, including the revised site plans and text consistent with the provisions of WAC 173-27-180 as necessary to clearly indicate the authorized changes, and the final ruling on consistency with this section shall be filed with the department of ecology. In addition, the director shall notify parties of record of their action.
 - h. If the revision to the original permit was a conditional use or variance, which was conditioned by the department of ecology, the director shall submit the revision to the department of ecology for its approval, approval with conditions, or denial, indicating that the revision is being submitted under the requirements of this section. Ecology shall render and transmit to the City and the applicant its final decision within fifteen days of the date of the department of ecology's receipt of the submittal from the director. The director shall notify parties of record of the department of ecology's final decision.
 - i. The revised permit is effective immediately upon final decision by the director, or when reviewed by the department of ecology, pursuant to subsection (7), then upon final action by the department of ecology.
 - j. Appeals shall be in accordance with RCW 90.58.180 and shall be filed with the shorelines hearings board within twenty-one days from the date of receipt of the revision approved by the director, or when appropriate under subsection (7), the date ecology's final decision is transmitted to the City and the applicant. Appeals shall be based only upon contentions of noncompliance with the provisions of subsection (2). Construction undertaken pursuant to that portion of a revised permit not authorized under the original permit is at the applicant's own risk until the expiration of the appeals deadline. If an appeal is successful in proving that a revision is not within the scope and intent of the original permit, the decision shall have no bearing on the original permit.

Section 11: Section 17G.080.040 Short Subdivisions is amended to read as follows:

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, proposed density, and number of housing units.
- 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, along with the following information:
 - i. the numbers proposed to be assigned each lot and block;
 - ii. the dimensions, square footage, and acreage of all proposed lots and tracts; and
 - iii. for residential lots zoned R1 or R2, the proposed Middle Housing types, included single-unit detached houses, and total number of proposed units on all proposed lots.
- 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 easement
- 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.061 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.06210 and public comment period under SMC 17G.061.220.
- 2. Minor Engineering Review.
 - a. A preliminary short plat application may qualify for a Minor Engineering Review if it meets all of the following conditions:
 - i. The application is categorically exempt from chapter 43.21C RCW (SEPA);
 - ii. There is direct water and sewer main lot frontage on an existing and improved public right-of-way;
 - iii. No extensions of public water, sewer, or other utility services will be needed;
 - iv. No public easements for water, sewer, or other utility service exists on the lot;
 - v. The lot is not situated in a Special Drainage District as defined in SMC 17D.060.130; and
 - vi. Public utility mains do not exist on the lot.
 - b. The City Engineer is authorized to waiver conditions ii through vi of the subsection (a) if the application substantially meets the intent of the Minor Engineering Review.

D. Public Notice And Public Comment.

All public notice of the application and opportunities for public comment shall be given in accordance with the procedures set forth in chapter 17G.061 SMC for a Type II application.

1. Exceptions.

- a. A short plat that meets the requirements of Minor Engineering Review as provided in subsection (C)(2) of this section shall not require a notice of application.
- b. A short plat that is categorically exempt from SEPA and results in four or fewer lots shall not require a posted or signed 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.061 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.061 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 plat is made with the free consent and in accordance with the desires of the owners of the land;
- iii. 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;
- iv. the owners adopt the plan of lots, blocks and streets shown;
- v. owner dedicates to the City and the City's permittees the easements shown for utilities and cable television purposes;
- vi. 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
- vii. 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

Section 12: Section 17G.080.060 Binding Site Plan is amended to read as follows:

A. Purpose.

The purpose of this section is to allow for the more flexible creation of lots within an overall development site plan.

B. Predevelopment Meeting.

A predevelopment meeting is recommended (~~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.

C. Preliminary Binding Site Plan Application and Map Requirements.

1. A binding site plan may be used for divisions of land in all zones. Applications for approval of a preliminary binding site plan 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 be same in form and contents as a short plat as provided in SMC 17G.080.040(B)(1).

2. Contents of Preliminary Binding Site Plan.

The preliminary binding site plan shall be prepared by a land surveyor and shall be the same in form and content as a short plat as provided in SMC 17G.080.040(B)(2) with the following additions:

- a. Proposed building footprints;
- b. Proposed street accesses;
- c. Proposed parking and internal vehicle circulation;
- d. Proposed pedestrian pathways;
- e. Proposed landscaped areas; and
- f. Proposed stormwater facilities.

D. Public Notice

All public notice of the application shall be given in accordance with the procedures set forth in chapter 17C.061 SMC for a Type II application.

E. Departmental Review of Preliminary Binding Site Plan

The application shall be reviewed in accordance with the procedures set forth in chapter 17G.061 SMC for a Type II application.

F. Preliminary Binding Site Plan Decision Criteria

Prior to approval of the 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 decision criteria set forth in SMC 17G.080.025. The director has the authority to approve or disapprove a proposed preliminary binding site plan under the provisions of this chapter, subject to appeal as provided in chapter 17G.061 SMC.

G. Final Binding Site Plan Review Procedure

The final binding site plan procedures shall be the same in form as the short plat review procedure as provided in SMC 17G.080.040(G).

H. Final Binding Site Plan Requirements.

The subdivider shall submit to the director a final binding site plan in the same form and with the same content as the preliminary binding site plan, with the following exceptions or additional requirements:

1. A final binding site plan shall contain all the information required of the preliminary plan, 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 binding site plan shall include the signatory statements as provided in SMC 17G.080.040(G)(2).

I. Filing

Once the final binding site plan has been reviewed, approved and signed by the applicable departments, the applicant shall file the final binding site plan with the county auditor within ten days of final approval. No permits shall be issued for a proposed lot until the required conformed copies of the binding site plan have been submitted to the department.

J. Creation of Additional Lots in Final Binding Site Plan

A survey may be filed following the recording of a final binding site plan to create additional lots within the boundaries of the final binding site plan, consistent with the preliminary binding site plan approval, conditions and expiration provisions (SMC 17G.080.020(C)). The survey shall be reviewed and approved by the director pursuant to subsections (F) and (G) of this section. In addition, the survey shall conform to the following:

1. Title shall state: "Amendment to BSP- ___ - ____."
2. The binding site plan file number shall be referenced.
3. A distinct wide boundary line shall delineate the boundary of the lot(s) being created. The boundary of the binding site plan shall be indicated and any lot(s) that have been created by filing of the final binding site plan and/or record of survey.
4. Each lot shall be numbered consecutively, and the size of each lot shall be indicated on the survey; and
5. A revision block listing all previously recorded surveys and the date of recording.

Section 12: Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 13: Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

Section 14: Effective Date. This ordinance shall become effective upon passage and approval on January 1, 2025.

ORDINANCE NO. C36597

An ordinance relating to council membership on the Community Housing and Human Services Board, and amending Section 04.34A.030 of the Spokane Municipal Code.

WHEREAS, the Community Housing and Human Services Board (CHHS) was formed in 2012 to act in an advisory role to City administration, the Mayor and City Council regarding community development, housing and human services programs; and

WHEREAS, Section 04.34A.030 SMC provides that composition of the CHHS Board shall include two "representatives from the City Council selected by the City Council" and one representative of Spokane County, all three of whom are designated voting members of the board; and

WHEREAS, the City Council has been advised that, given that the City Council typically has final authority to decide on grant, awards and funding recommendations from the CHHS board, having voting council members on the CHHS Board creates an inherent conflict for such council members; and

WHEREAS, the current voting designation for the county representative is likely a carryover provision from an era when there was no separate Continuum of Care Board for HUD programs; and

WHEREAS, City Council desires to maintain council presence on the CHHS board but remove any possible conflicts of interest for such council members, and therefore wishes to convert those positions to non-voting liaison positions and to convert the related county representative to a non-voting liaison position.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That Section 04.34A.030 of the Spokane Municipal Code be amended to read as follows:

Section 04.34A.030 Membership

- A. Appointees to the Board shall serve three (3) year terms and may be eligible for one (1) reappointment for a three (3) year term reappointment.
- B. City residence is not a requirement for board membership due to the regional nature of some of the duties and responsibilities of the Board.
- C. The Board will consist of twelve (12) members, nominated by the Mayor and appointed by the City Council. At least one (1) member of the Board shall be a member of a veteran service organization, employed by the Department of Veteran Affairs, or an active duty military member based at Fairchild Air Force Base. In addition, (1) member shall be a liaison from the Community Assembly nominated by the Community Assembly to the Mayor according to the process determined by the Community Assembly and appointed by the City Council.
- D. In addition to the twelve (12) positions, the board will include:

1. two (2) (~~voting representatives~~) non-voting liaisons from the City Council selected by the City Council, appointed or reappointed for one (1) year terms;
 2. one (1) (~~voting~~) non-voting elected official or policy-level decision maker to represent Spokane County who shall be selected by the Spokane County commissioners (~~(then nominated by the Mayor and appointed by City Council, appointed or reappointed for one (1) year terms)~~).
- E. Members of the Board and Board committees shall include relevant representation in compliance with HUD and Washington State Department of Commerce requirements.
- F. Board members shall serve without compensation.
- G. Board members will meet conflict of interest requirements. Committee members may be required to meet conflict of interest requirements.
- H. The membership as a whole shall reflect a broad range of opinion, experience, and expertise with the object of providing sound advice, representative of the citizenry. To achieve that purpose, it shall include residents from diverse neighborhoods within the City and County, with diverse professional backgrounds and citizens active in neighborhood or community affairs. Youth may also serve as members.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 4. Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

ORDINANCE NO. C36598

AN ORDINANCE OF THE CITY OF SPOKANE, WASHINGTON, ADOPTING A SIX-YEAR CITYWIDE CAPITAL IMPROVEMENT PROGRAM FOR THE YEARS 2025 THROUGH 2030. AND AMENDING THE CITYWIDE CAPITAL IMPROVEMENT PROGRAM (CIP) AS REFERENCED IN APPENDIX C OF THE CITY OF SPOKANE COMPREHENSIVE PLAN.

WHEREAS, in accordance with the Growth Management Act ("GMA"), the City of Spokane previously adopted a Comprehensive Plan that includes a Capital Facilities Plan ("CFP") that includes an inventory, analysis, and a six-year financing plan for needed capital facilities otherwise referred to as the Six-Year Capital Improvement Program; and

WHEREAS, the City formed a Capital Improvement Program Team which has assembled proposed amendments to the CIP, which amendments consist of an updated six-year plan (years 2025 through 2030) identifying the proposed locations and capacities of expanded or new capital facilities and a plan to finance such capital facilities within projected funding capacities (the "Six-Year Citywide Capital Improvement Program" or "CIP"); and

WHEREAS, the City previously adopted the Six-Year Street Program (RCW 35.77.010) on June 24, 2024 by Council Resolution 2024-0060, and that program is incorporated into the CIP; and

WHEREAS, GMA provides that proposed amendments to a comprehensive plan may be considered by the governing body of a city no more frequently than once per year, but further provides that amendments to the capital facilities element of a comprehensive plan may be considered outside of this annual process where the amendment is considered concurrently with the adoption or amendment of a city budget; and

WHEREAS, on September 24, 2024, the City's responsible official issued a Determination of Non-Significance for the CIP; and

WHEREAS, the Spokane City Plan Commission conducted a public workshop regarding the CIP on September 25, 2024; and

WHEREAS, after providing appropriate public notices, on October 9, 2024, the Spokane City Plan Commission, conducted a public hearing to take testimony on the CIP, and at the close of the hearing, and after considering public input, the SEPA determination, and required decision criteria, found that the CIP is consistent with the Comprehensive Plan and voted unanimously to recommend that the City Council approve the CIP; and

Now, Therefore,

The City of Spokane does ordain:

Section 1. Amendment. The City of Spokane Comprehensive Plan and its capital facilities element are hereby amended to reflect a six-year plan for capital improvement projects (2025-2030), as set forth in the attached Citywide Capital Improvement Program (2025-2030).

A. Any vehicle procurement must comply with Spokane Municipal Code 07.06.175A regarding the procurement of clean fuel vehicles.

Section 2. Authorization to Seek Funding. City staff are authorized to apply for state and federal grants and low-interest loans in support of the projects identified in the Citywide Capital Improvement Program (2025-2030).

Section 3. Effective Date. This ordinance shall take effect and be in force on _____.

ORDINANCE NO. C36599

An ordinance updating the annual City of Spokane property tax levy for 2025.

WHEREAS, the Spokane City Council, the governing body of the City of Spokane, a taxing district ("District" or "City") of the State of Washington, has met and considered its budget for the calendar year 2025, holding public hearings thereon; and

WHEREAS, the District's actual regular levy amount from the previous year (2024) was \$67,864,218.53 exclusive of administrative refunds; and

WHEREAS, the City Council, after hearing and after duly considering all relevant evidence and testimony presented, has determined that the City of Spokane requires a regular levy as provided hereafter, as well as an EMS levy as provided hereafter, both of which include an increase in property tax revenue from the previous year, and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, and authorized refunds, in order to discharge the expected expenses and obligations of the City and in its best interest; and

WHEREAS, the District population is more than 10,000;

Now, Therefore,

The City of Spokane does ordain:

Section 1. Regular Levy.

- A. An increase in the regular annual property tax levy is hereby authorized for the levy to be collected in the 2025 tax year, said increase to be in the amount of \$678,642.19, which is a percentage increase of 1% from the previous year's actual levy, prior to the inclusion of administrative refunds.
- B. This increase is exclusive of additional revenue in 2025 resulting from new construction, improvements to property, newly constructed wind turbines, increases in the value of state assessed property, and any annexations that have occurred and refunds made or amounts as required or permitted by law.
- C. Resolution No. 2014-0085 concerning a levy lid lift for improved and integrated streets, passed by the Spokane City Council on July 28, 2014, and approved by the voters in the election of November 4, 2014, replaces the existing \$0.57 property tax assessment for repayment of the 2004 street bond beginning in 2015. The voter approved Measure authorizes a levy lid lift of up to \$0.57 per \$1,000 of assessed valuation, in the first year, resulting in no net increase in the 2015 tax rate. This voter approved levy will remain in effect for 20 years.
- D. Resolution No. 2023-0094 concerning a levy for library services, passed by the Spokane City Council on December 4, 2023, and approved by the voters in the election of February 13, 2024, provides for an increase in the regular property tax levy in excess of state law beginning in 2025. The voter approved Measure authorizes an increase in the regular property tax levy of up to \$0.07 per \$1,000 of assessed valuation. This voter approved levy will remain in effect for a period of three years.
- E. The total regular property tax levy for 2025, including amounts estimated for new construction, annexations, refunds, any other add-ons, and the voter approved levy for library services, is estimated at \$70,475,000 and is a percentage increase of 3.85% from the previous year's actual levy prior to the inclusion of 2024 administrative refunds. Inclusive of 2024 administrative refunds, the 2025 levy represents a 3.05% increase.

Section 2. Public Safety Levy Lid Lift (Regular Levy).

- A. Resolution No. 2018-0103 concerning a levy for police and fire personnel and funding crime reduction programs, passed by the Spokane City Council on December 10, 2018 and approved by the voters in the election of February 12, 2019, provides for an increase in the regular property tax levy in excess of state law beginning in 2020. The voter approved Measure authorizes an increase in the regular property tax levy of up to \$0.30 per \$1,000 of assessed valuation. This voter approved levy will remain in effect in perpetuity.
- B. As stated in Resolution No. 2018-0103, this levy lid lift is a Permanent Single Year Levy Lid Lift. Pursuant to RCW 85.55.050(1), the dollar amount collected in 2020 shall be used for the purpose of computing the limitations of the Public Safety lid lift for subsequent levies in 2021 and each subsequent year thereafter.
- C. An increase in the Public Safety Levy Lid Lift property tax levy is hereby authorized for the levy to be collected in the 2025 tax year, said increase to be in the amount of \$69,205.18, which is a percentage increase of 1% from the previous year's actual levy, prior to the inclusion of administrative refunds.
- D. This increase is exclusive of additional revenue in 2025 resulting from new construction, improvements to property, newly constructed wind turbines, increase in the value of state assessed property, and any annexations that have occurred and refunds made or amounts as required or permitted by law. The total Public Safety Levy Lid Lift levy for 2025, including amounts we have estimated for new construction, annexations, refunds, and other add-ons, is estimated at \$7,055,000 and is a percentage increase of 1.14% from the previous year levy of \$6,975,439.

Section 3. Existing GO Bonds.

In the case of the tax levied to raise \$10,750,775 for Principal and Interest on the City of Spokane's outstanding General Obligation Bonds, the County Assessor, in spreading the tax upon the rolls shall determine the dollar rate required.

Section 4. EMS Levy.

Ordinance C-36175 concerning a levy for emergency medical services (EMS), passed by the Spokane City Council on February 14, 2022 and approved by the voters in the election of April 26, 2022, provides for a levy for six consecutive years beginning in 2023, with the rate in the first year being 50 cents per \$1,000 of assessed valuation.

- A. As required by RCW 84.55.120, this ordinance must specifically state the dollar increase requested, as well as the percent change from the previous year. For 2025 the City is requesting an increase of \$172,015.82 which is a 1% increase over the 2024 EMS Levy.
- B. This increase is exclusive of additional revenue in 2025 resulting from new construction, improvements to property, newly constructed wind turbines, increase in the value of state assessed property, and any annexations that have occurred and refunds made or amounts as required or permitted by law. The total EMS levy for 2025, including amounts we have estimated for new construction, annexations, refunds, and other add-ons, is estimated at \$17,580,000 and is a percentage increase of 1.51% from the previous year levy of \$17,318,372.

Section 5. Certification; Filing.

The City Council certifies all information as stated herein. Appropriate City staff is directed to transmit all required information required to the Clerk of Spokane County Board of County Commissioners and County Assessor, including budget estimates of amounts to be raised by taxation on assessed value of property (RCW 84.55.020), estimated beginning and ending cash balances (RCW 84.52.025), and the amount of taxes levied on assessed value within the City (RCW 84.52.070). Pursuant to Section 19 of the City Charter, this measure takes effect immediately on first reading and passage.

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.

CITY OF SPOKANE

Invites Applications for the Position of:

ELEVATOR INSPECTOR SPN 309

OPEN ENTRY

DATE OPEN: Monday, November 11, 2024

DATE CLOSED: Monday, December 30, 2024

SALARY: \$64,728.00 annual salary, payable bi-weekly, to a maximum of \$106,592.40

DESCRIPTION:

Performs skilled technical inspection work for elevators, escalators, lifts, and other conveyances to secure compliance with state, municipal, and national laws and codes.

DUTIES:

- Inspects all elevators, escalators, dumbwaiters, material lifts, wheelchair lifts, inclined chair lifts, inclined wheelchair lifts and inclined elevators to ensure compliance with pertinent rules and codes.
- Reviews plans for new installations of conveyances. Inspects and conducts acceptance tests on all new public and private installations. Gives approval for the City to issue certificates of occupancy.
- Reviews applications for alteration of all conveyances.
- Issues repair orders for conveyances found not to be in compliance with applicable codes. Inspects conveyances after repairs and corrections have been made.
- Orders unsafe conveyances to be taken out of service and repaired. Issues stop work orders when necessary. Investigates complaints and injuries. May be required to testify in court as an expert witness on violations and interpretations of applicable codes and laws.
- Provides information and code interpretation to the general public, conveyance owners and operators, architects, builders, and contractors, plans examiners and building officials.
- Maintains records of all conveyances and their inspections including those conducted by elevator companies. Prepares reports as necessary.
- Conducts annual inspections on all conveyances.
- Operates an automobile.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open Entry Requirements:

- Applicants must possess a Washington State Department of Labor and Industries Category 01 General Elevator Mechanic License or Qualified Elevator Inspector (QEI) Certification.
- All applicants must possess a valid driver's license.

Promotional Requirements:

- Present City employees in one of the Inspector classifications who possess a Washington State Department of Labor and Industries Category 01 General Elevator Mechanic License or QEI Certification may apply on a promotional basis.
- All applicants must possess a valid driver's license.

Certifications: Employees must possess or be able to obtain Qualified Elevator Inspector (QEI) certification within one year of hire.

EXAMINATION DETAILS:

For information on what to expect with the hiring process, a test information guide, and frequently asked questions, please visit our website.

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire or 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.

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 T&E examination consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked **"QUESTIONS" on the job announcement page. The T&E must be submitted online, at the time of application.**

- Responses to your T&E questions should be consistent with the information given in your application details and 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 to the application will not be accepted in lieu of completing each question online.
- "See Resume" or "See above", etc. are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.

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 with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

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 4th day of November 2024.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

The City of Spokane is an EEO / Veterans Preference Employer.

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. As a Fair Chance employer, the City of Spokane does not conduct initial background screening for non-public safety positions.

AMENDMENT

AMENDMENT

AMENDMENT

BATTALION CHIEF (ADMINISTRATION)

SPN 951

(Announcement of 11/4/2024)

The above titled announcement is hereby amended to read:

PERFORMANCE EXAMINATION (COMPUTER SKILLS SIMULATION) DETAILS:

- Test Date: Tuesday, December 3, 2024
- Test Time: 9:00 a.m. and 1:30 p.m.
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Approximate Duration of Exam: 1 hour 20 minutes
- Exam Subjects May Include:
 - ◇ Microsoft Excel
 - ◇ Microsoft Outlook
 - ◇ Microsoft Word

NOTE: Candidates will receive an email to self-schedule their testing time prior to the testing date. Capacity is limited and test time preference will be allocated in the order received. Candidates will also be provided a tutorial for using the computer skills simulation program after closing of the recruitment.

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR QUALIFICATIONS #6243-24

Thorpe Tunnel Preliminary Engineering Services

City of Spokane Integrated Capital Management Department

The City of Spokane is soliciting electronic Proposals for the above titled Request for Qualifications.

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, DECEMBER 16, 2024**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

It is the Proposer's responsibility to check the City of Spokane's procurement system identified above for Addenda or other information that may be posted regarding this Request for Qualifications.

The right is reserved to reject any and all Proposals and to waive any informalities.

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, DECEMBER 16, 2024**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. 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 #.

This project may be funded by federal and state grant monies. Firms are warned to take into consideration applicable federal requirements in making their Proposal and performing the work. Federal Highway Administration and other federal or state grant sources may be used.

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. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mLOWmaster@spokanecity.org. Persons who are deaf, hard of hearing, deaf-blind, and speech disabled may contact Risk Management through the Washington Relay Service at 7-1-1 forty-eight (48) hours before the meeting date.

Connie Wahl, C.P.M., CPPB
Senior Procurement Specialist,
City of Spokane Purchasing & Contracts

Publish: November 13, 20, & 27, 2024

REQUEST FOR QUALIFICATIONS #6256-24

Upriver Dam Federal Energy Regulatory Commission Relicense Consulting Services

City of Spokane Water Department

The City of Spokane is soliciting electronic Proposals for the above titled Request for Qualifications.

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, DECEMBER 9, 2024**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or

provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

It is the Proposer's responsibility to check the City of Spokane's procurement system identified above for Addenda or other information that may be posted regarding this Request for Qualifications.

The right is reserved to reject any and all Proposals and to waive any informalities.

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, DECEMBER 9, 2024**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. 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 #.

This project may be funded by federal and state grant monies. Firms are warned to take into consideration applicable federal requirements in making their Proposal and performing the work.

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. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mlowmaster@spokanecity.org. Persons who are deaf, hard of hearing, deaf-blind, and speech disabled may contact Risk Management through the Washington Relay Service at 7-1-1 forty-eight (48) hours before the meeting date.

Connie Wahl, C.P.M., CPPB
Senior Procurement Specialist,
City of Spokane Purchasing & Contracts

Publish: November 6, 13, 20, & 27, 2024

