

**STAFF REPORT ON
PRELIMINARY SHORT PLAT APPLICATION FILE NO. Z25-589PSP**

I. SUMMARY OF REQUEST AND RECOMMENDATIONS:

DESCRIPTION OF PROPOSAL: The owner/applicant is proposing to subdivide parcel 35284.0132 (0.43 acres) at 2711 S Lee St. into two (2) lots for the purpose of constructing single-family dwellings on created lots. Each lot is proposed to have frontage to S Lee St. Improvements includes installation of sidewalks and a water main extension in S Lee St. to service created lots. This application is processed as a Type II application.

Recommendation: Staff recommends approval of this application, with conditions.

II. GENERAL INFORMATION:

- A. Applicant: Soloman Agere
1908 E Pinecrest Rd.
Spokane, WA 99203
- B. Property Owner: Same as applicant
- C. Agent: Holt Surveying and Mapping
104 S Freya St. STE 217A
Spokane, WA 99202
- D. Location of Proposal: 2711 S Lee St., parcel 35284.0132 (SE 1/4,
Section 28, Township 25 N, Range 43 E, W.M.)
- E. Existing Zoning: Residential 1 (R1)
- F. Land Use Plan Designation: Residential Low
- G. SEPA Status: This proposal is exempt from SEPA, per SMC
17E.050.080
- H. Enabling Zoning: 17G.080.040 Short Subdivisions; 17G.061.310
Land Use Decision Criteria; 17G.080.025
Subdivisions Decision Criteria; 17C.111 Residential
Zones
- J. Staff Contact: Steven Bafus, Planner II, 509-625-6312
sbafus@spokanecity.org

III. FINDINGS OF FACT:

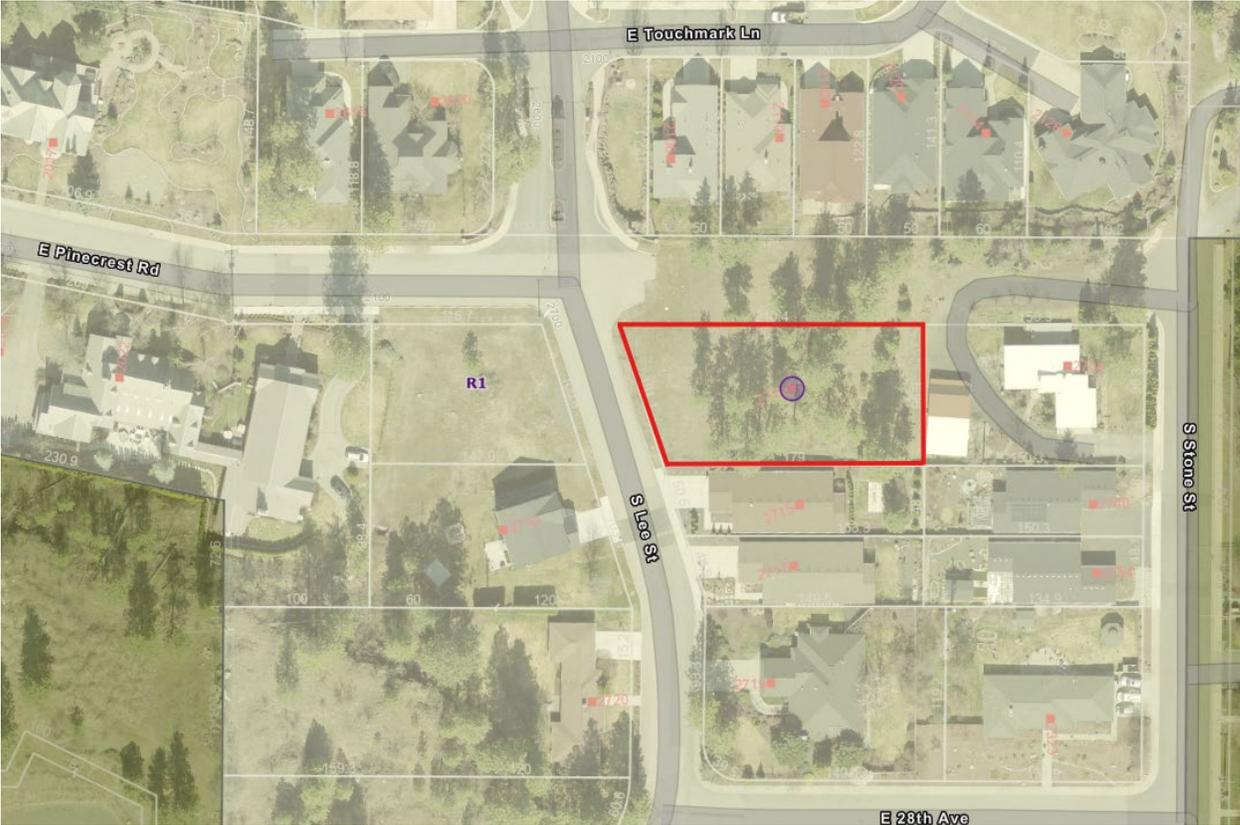
- A. The owner/applicant is proposing to subdivide parcel 35284.0132 (0.43 acres) at 2711 S Lee St. into two (2) lots for the purpose of constructing single-family dwellings on created lots. Each lot is proposed to have frontage to S Lee St. The proposal also includes installation of a sidewalk and a water main extension in S Lee St to service created lots. The parcel is currently vacant as shown in the exhibit below.



- B. The project proposal encompasses one parcel shown above located at 2711 S Lee St. (parcel 35284.0132). The subject property is generally bound by unimproved E 27th Ave. to the north, S Lee St. to the west and single-family residential development to the east and south.
- C. The current zoning of parcel is Residential 1 (R1). R1 is a low-intensity residential zone which allows a range of housing choices built at the general scale and height of detached houses. This includes both detached and attached homes and middle housing types.
- D. SMC 17C.111 provides land use standards for residential zones. SMC Table 17C.111.205-1, prescribes a minimum density of 4 units/acre for all lot sizes. Lots less than two acres do not have a maximum density standard. This subdivision proposes a density of approximately 4.65 units/acre. Per SMC 17C.111.210, the minimum required density is 1.72 units (round to 2). The number of units allowed on a site is based on the presumption that all site development standards will be met.
- E. A Declaration of Restrictive Covenant does exist for this parcel, recorded under Auditor File Number (AFN) 7383117. This covenant dated 10/30/2024 was made by the property owner and declares intention and covenant to not construct any residential dwelling structures on the property other than a residential duplex or up to two single-family dwelling units. While

the city does not enforce private covenants, it’s important to note that staff is aware of the covenant and acknowledges the proposal does not conflict with said covenant.

- F. The current land use designation of the parcel is Residential Low. Per the Land Use chapter of the City’s Comprehensive Plan, *‘The Residential Low land use designation should focus on a range of housing choices built at the general scale and height of detached houses. This includes both detached and attached homes and housing categorized as middle housing (duplex, triplex, etc.). Combinations of these types should also be allowed, such as a duplex with an accessory dwelling unit’.*
- G. Adjacent parcels and parcels across adjacent right of way are zoned R1 as indicated in the exhibit below.



- H. Applicable Plan Policies: The land use map designation is Residential Low per the current Comprehensive Plan Adopted in June 2017 (and subsequent amendment to Chapter 3, Land Use, pursuant to Ordinance C36414).
- I. Applicable zoning regulations include Spokane Municipal Code (SMC) 17G.061 – Land Use Application Procedures; 17G.080 Subdivisions; 17C.111 Residential Zones.
- J. Procedural Requirements:
 - Application for a Type II Preliminary Short Plat was submitted on October 29, 2025;
 - A Request for Comments notice was sent to Departments and Agencies on October 29, 2025;

- Applicant was notified on December 8, 2025 that the application was technically complete;
- A Notice of Application comment period was mailed and posted on the subject property on or before January 16, 2025, which began the 15-day public comment period;
- The Public Comment Period closed on February 2, 2026.

IV. DEPARTMENT REPORTS:

Notice of this proposal was sent to City departments and outside agencies for their review and comments on October 29, 2025 as noted above. Staff received comments from City of Spokane Engineering Services, Planning, and Treasury departments. Commenting agencies included Avista Utilities and Spokane Regional Clean Air Agency.

Staff and agency comments are included with the file and are made part of this application by reference.

V. PUBLIC COMMENT:

Notice of this proposal was sent to property owners, taxpayers, and tenants/occupants within 400 feet of the subject parcel. Two public comments were received by closing of public comment period on February 2, 2026.

The public comments received were from individuals within the 400' notification radius. Neither of these comments expressed opposition to the project, but rather were inquisitive in nature regarding future development.

Public comments are included as part of the record.

VI. CONCLUSIONS:

The Spokane Municipal Code has established decision criteria for these proposals – decision criteria are found in 17G.061.310. The following is staff's independent analysis of the proposed preliminary short plat taking into consideration these decision criteria.

SMC 17G.061.310 Decision Criteria

- 1. The proposal is allowed under the provisions of the land use codes. SMC 17G.061.310(C)(1)*

Relevant Facts: The proposal is for two (2) lots located in the Residential 1 (R1) zone. The R1 zone is a low-intensity residential zone allowing for a range of housing choices built at the general scale and height of detached houses.

In the R1 zone, there is no maximum lot/dwelling-unit density for parcels two acres and less per SMC 17C.111.205-1. The R1 zone does have a minimum density of four units per acre. The proposal of two lots meets the minimum density standard, as proposed density is 4.65 units/acre. In the R1 zone, the calculation of density shall count one lot as one dwelling unit.

The R1 zone is applied to areas that are designated Residential Low on the land use plan map of the comprehensive plan.

Staff Discussion: The proposal is permitted in accordance with SMC 17G.080.040 – Short Subdivisions and SMC 17C.111 – Residential Zones.

Construction specific detail such as design standards, setbacks, lot coverage, height, parking, etc. will be reviewed for compliance with applicable codes at time of permit.

Staff finds this criterion is met.

2. *The proposal is consistent with the comprehensive plan designation and goals, objectives, and policies for the property. SMC 17G.061.310(C)(2)*

Relevant Facts:

In the City's Comprehensive Plan:

Policy LU 1.3 Lower Intensity residential Areas states – *Focus a range of lower intensity residential uses in every neighborhood while ensuring that new development complements existing development and the form and function of the area in which it is located.*

Policy LU 1.12 Public Facilities and Services states – *Ensure that public facilities and services system are adequate to accommodate proposed development before permitting development to occur.*

Policy LU 3.6 Compact Residential Patters states – *Allow more compact and affordable housing in all neighborhoods, in accordance with design guidelines.*

Policy LU 3.7 Maximum and Minimum Lot Sizes states – *Prescribe maximum, as well as minimum lot size standards to achieve the desired residential density for all areas of the City.*

Policy LU 4.4 Connections states – *Form a well-connected network which provides safe, direct, and convenient access for all users, including pedestrians, bicycles, and automobiles, through site design for new development and redevelopment.*

Goal LU5 Development Character states – *Promote development in a manner that is attractive, complementary, and compatible with other land uses.*

Policy LU5.2 Environmental Quality Enhancement states – *Encourage site locations and design features that enhance environmental quality and compatibility with surrounding land uses.*

Policy LU 5.5 Complementary Development states – *Ensure that infill and redevelopment projects are well-designed and complement surrounding uses and building types.*

Policy LU 8.1 Role of Urban Growth Areas states – *Limit urban sprawl by encouraging development in urban areas where adequate public facilities exist or where such facilities can be more efficiently provided.*

Policy H1.4 Use of Existing Infrastructure states – *Direct new residential development into areas where community and human public services and facilities are available.*

Policy H1.11 Access to Transportation states – *Encourage housing that provides easy access to public transit and other efficient modes of transportation.*

Policy H1.18 Distribution of Housing Options states – *Promote a wide range of housing types and housing diversity to meet the needs of the diverse population and ensure that this housing is available throughout the community for people of all income levels and special needs.*

Policy H2.4 Linking Housing with Other Uses states – *Ensure that plans provide increased physical connection between housing, employment, transportation, recreation, daily-needs services, and educational uses.*

Policy DP 1.2 Building and Site Design states – *Encourage new development that is of a type, scale, orientation, and design that maintains or improves the character, aesthetic quality, and livability of the neighborhood.*

Policy DP 2.12 Infill Development states – *Encourage infill construction and area redevelopment that complement and reinforce positive commercial and residential character.*

Policy DP 2.15 Urban Trees and Landscape Areas states – *Maintain, improve, and increase the number of street trees and planted areas in the urban environment.*

Policy DP 2.6 Building and Site Design states – *Ensure that a particular development is thoughtful in design, improves the quality and characteristics of the immediate neighborhood, responds to the site’s unique features - including topography, hydrology, and microclimate - and considers intensity of use.*

Staff Discussion: The Spokane Comprehensive Plan adopted June 2017 (and subsequent amendment to Chapter 3, Land Use, pursuant to Ordinance C36414) designates the subject property as “Residential Low” which allows residential uses in the R1 zone. The proposal is consistent with multiple goals and policies of the Spokane Comprehensive plan including, but not limited to the Land Use, Housing, and Urban Design Chapters. The above selections from the City’s Comprehensive Plan does not represent an exhaustive list of goals and policies but is intended to illustrate the proposals consistency with the City’s adopted comprehensive plan.

Staff finds this criterion is met.

3. *The proposal meets the concurrency requirements of chapter 17D.010 SMC. SMC 17G.061.310(C)(3)*

Relevant Facts: The application was circulated amongst all City departments and outside agencies with jurisdiction on October 29, 2025 as identified above. There were no departments or agencies that reported that concurrency could not be achieved.

1. Staff Discussion: Installation of a water main extension in S Lee St. will be required to service the lots. New City Standard sidewalk is required along the entire frontage of created lots along Lee St. as well as the installation of a curb ramp at the intersection of 27th & Lee.

Staff finds this criterion is met.

4. *If approval of a site plan is required, the property is suitable for the proposed use and site plan considering the physical characteristics of the property, including but not limited to size, shape, location, topography, soils, slope, drainage characteristics, the existence of ground or surface water and the existence of natural, historic or cultural features. SMC 17G.061.310(C)(4)*

Relevant Facts: The site is suitable for development according to all city departments that commented. The proposed preliminary short plat shows lots that meet standards defined by SMC 17C.111, specifically minimum lot area and dimensions.

Staff Discussion: City departments and agencies with jurisdiction reviewed the application and other technical documents for physical characteristics of the property. No comments were received indicating that the site is unsuitable for development.

Staff finds that this criterion is met.

5. *The proposal will not have a significant adverse impact on the environment or the surrounding properties, and if necessary conditions can be placed on the proposal to avoid significant effects or interference with the use of neighboring property or the surrounding area, considering the design and intensity of the proposed use.*

Relevant Facts: An application and technical documents were reviewed and routed by the City of Spokane. Applicable findings and recommendations are incorporated into the conditions for this proposal.

Any development on the parcels created via the platting action will be reviewed by the Development Services Department staff and other city departments as applicable to ensure that each new unit/structure meets all required development standards. These standards include, but are not limited to, land use standards, engineering standards, utility standards, and building and fire code standards.

Staff Comment: City departments and agencies with jurisdiction reviewed the application and other technical documents for physical characteristics of the property. No comments were received indicating that the proposal will have significant impact on the environment or the surrounding properties. Additionally, this project is exempt from SEPA per SMC 17E.050.080.

Staff finds that this criterion is met.

Subdivisions Decision Criteria 17G.080.025(C) (1-10):

The proposed subdivision makes appropriate (in terms of capacity and concurrence) provisions for:

a. public health, safety and welfare;

The City of Spokane Fire and Police Departments were given the opportunity to review this proposal. Neither department provided comment on this application.

Prior to the issuance of any building permits, the lots shall be served by fire hydrants and shall have appropriate access to streets as determined by the requirements of the City Fire Department and the Development Services Center.

b. open spaces;

Short plats are not required to provide public open space, and no public open space is proposed as part of this land use application. Each unit is required to provide private outdoor areas per SMC 17C.111.310. Required private areas will be evaluated for compliance with adopted codes at time of building permits.

c. drainage ways;

All stormwater and surface drainage generated onsite shall be disposed of onsite in accordance with SMC 17D.060 “Stormwater Facilities”, the Spokane Regional Stormwater Manual, Special Drainage Districts, and City Design Standards.

All stormwater and surface drainage generated onsite shall be disposed of onsite in accordance with SMC 17D.060 “Stormwater Facilities”, the Spokane Regional Stormwater Manual, Special Drainage Districts, and City Design Standards.

No building permit shall be issued for any lot in this subdivision until evidence satisfactory to the Development Services Center has been provided showing that the recommendations of Chapter 17D.060 SMC, Stormwater Facilities, the Spokane Regional Stormwater Manual, and the Project Engineer’s recommendations, based on the drainage plan accepted for the final subdivision, have been complied with.

d. streets, roads, alleys and other public ways;

The subject site has frontage to S Lee St. and unimproved E 27th Ave. The applicant is not required to improve E 27th Ave. as access is not proposed to/from this street. If plans were to change to propose access to E 27th Ave, the applicant would be required to improve E 27th

Ave. per city engineering requirements.

New City Standard sidewalk is required along the entire frontage of Lee Street as well as the installation of a curb ramp at the intersection of 27th & Lee. This work must be completed or bonded for prior to final plat.

e. *transit stops;*

Spokane Transit Authority (STA) operates bus route 4 with a stop located at the intersections of 29th and Martin, 29th and Stone and 29th and Southeast Blvd. approximately Blvd. All these stops are approximately 0.2 miles from the subject site. Additionally, STA operates the South Hill Park & Ride approximately 0.5 miles from the subject site which provides added bus route options.

STA works independently with private property owners to address improvements to STA facilities that may impact private development sites. Any coordination with the city that may be necessary and/or required permits associated with transit improvements are addressed outside of platting actions. STA did not offer any comments on this proposal.

f. *Potable water supplies;*

For water service, each lot must have frontage on a public water main. A water main extension will be required for this plat. Water main extension plans must be designed by a Professional Engineer, licensed in the State of Washington, and the plans must be designed to city standards and specifications. After the plans are approved for construction, the main and associated service(s) must be installed and accepted for service prior to final plat.

Only City water and sanitary sewer systems shall serve the plat; the use of individual on-site sanitary waste disposal systems and private wells is prohibited.

g. *Sanitary wastes;*

Only City water and sanitary sewer systems shall serve the plat; the use of individual onsite sanitary waste disposal systems and private wells is prohibited.

Prior to the issuance of any building permits, the lots shall be served by fire hydrants and shall have appropriate access to streets as determined by the requirements of the City Fire Department and the Development Services Center.

When building permits are issued, the lots shall be connected to a functioning public or private sanitary sewer system, complying with the requirements of the Development Services Center.

When building permits are issued, the lots shall be connected to a functioning public or private water system, complying with the requirements of the Development Services Center, and having adequate pressure for domestic and fire uses, as determined by the Water and Hydroelectric Services Department.

h. *Parks, recreation, and playgrounds;*

This proposal does not require the applicant to provide any public open space nor are any shown on the proposed plans. However, Thorton Murphy Park, Hamblin Park, and Lincoln Park are approximately 0.8 miles from the subject site. The Parks Department did not offer any comments on this proposal.

i. *Schools and school grounds;*

The site is located within the Spokane Schools District 81. There are no provisions for public schools or school grounds as a part of this proposal. District 81 operates the following schools within proximity to the subject site:

- Hamblin and Adams Elementary ~1 mile
- Sacajawea Middle School ~1.6 miles
- Ferris High School ~1.2 miles

School District 81 did not provide any comments on this proposal.

j. Sidewalks, pathways and other features that assure safe walking conditions.

New City Standard sidewalk is required along the entire frontage of Lee Street as well as the installation of a curb ramp at the intersection of 27th & Lee. This work must be completed or bonded for prior to final plat.

At least one walking connection is required between each building and adjacent right of way. For each ground floor unit with a separate entry, separate walking connections are required for each ground floor unit. Driveway(s) may be used to meet this requirement.

At least one walking connection is required between each unit and its designated garbage and recycling area. Driveways and parking access aisles may be used to meet this requirement. All parking areas and driveways shall be hard surfaced.

Staff finds that this criterion is met.

VI. RECOMMENDATION

TO APPROVE the Preliminary Short Plat of two (2) lots at a 0.43-acre site consisting of parcel 35284.0132 addressed as 2711 S Lee Street, substantially in conformance with the application, plans, drawing, illustrations, and/or specifications on file in the Planning and Development Services Center; and the following conditions of approval:

1. Adhere to any additional performance and development standards documented in comment or required by City of Spokane, Spokane County Washington State, and any Federal agency.
2. In compliance with Planning Department comments found in the Technically Complete letter dated December 8, 2025:
 - a. Verification of compliance with all applicable development standards will be verified at time of permit.
 - b. Street trees and landscaping are required – compliance with street tree requirements and landscape standards associated with subdivision and development of proposed lots pursuant to Ordinance No. C36232 (or subsequently adopted permanent code in SMC 17C as applicable) will be verified prior to approval of Certificate of Occupancy for future new homes on proposed new lots 1-2. Street trees located on private property will require a tree agreement or a fee-in-lieu may be required. This will ultimately be up to the Urban Forestry Department.
 - c. Reference Final Short Plat Map Requirements (Please see SMC 17G.080.040 F thru I and SMC 17G.080.050 H and 17G.080.070 B thru F for more detail as needed). A final short plat shall be submitted in the same form and with the same content as the preliminary short plat with the following exceptions or additional requirements:
 - i. A final short plat shall contain all the information required of the preliminary plat, except the following:
 1. Show existing buildings.

2. Show existing utility lines and underground structures.
 3. Show the topographical elevations; or
 4. Contain the names and addresses of adjoining landowners.
 - ii. The drawing shall:
 1. be a legibly drawn, printed, or reproduced permanent map;
 2. if more than one sheet is required, each sheet shall show sheet numbers for the total sheets;
 3. have margins that comply with the standards of the Spokane county auditor;
 4. show in dashed lines the existing plat being replaced, if applicable;
 5. show monuments in accordance with SMC 17G.080.020(H)(1);
 6. include any other information required by the conditions of approval; and
 7. include any special statements of approval required from governmental agencies.
3. In compliance with the Engineering Department Memo dated November 18, 2026:
 - a. All stormwater and surface drainage generated onsite shall be disposed of onsite in accordance with SMC 17D.060 “Stormwater Facilities”, the Spokane Regional Stormwater Manual, Special Drainage Districts, and City Design Standards.
 - b. Addresses shall be shown on the face of the final plat. Please contact City Addressing via email to request addresses for the final plat. They can be reached at addressing@spokanecity.org
 - c. For water service, each lot must have frontage on a public water main. A water main extension will be required for this plat. Water main extension plans must be designed by a Professional Engineer, licensed in the State of Washington, and the plans must be designed to city standards and specifications. After the plans are approved for construction, the main and associated service(s) must be installed and accepted for service prior to final plat finalization.
 - d. New City Standard sidewalk is required along the entire frontage of Lee Street as well as the installation of a curb ramp at the intersection of 27th & Lee. This work must be completed or bonded for prior to final plat finalization. (also noted by Planning staff.
4. The Following statements will be required in the dedication of the final plat (additional statements may need to be added to the final plat and will be determined during final plat review).
 - a. If any archaeological resources, including sites, objects, structures, artifacts, and/or implements, are discovered on the project site, all construction and/or site disturbing activities shall cease until appropriate authorities, agencies, and/or entities have been notified in accordance with Chapters 27.44 and 27.53 RCW.
 - b. Street trees and landscaping are required – compliance will be verified prior to approval of Certificate of Occupancy for each new home.
 - c. Pursuant to SMC 17C.111 Residential Zones, two (2) lots are approved for a single-family home on each lot, as shown on the face of preliminary plat. Additional density will be evaluated under the currently adopted code at time of application.
 - d. Slope easements for cut and fill, as deemed necessary by the Development Services Center in accordance with the City’s Design Standards, are hereby granted to the City of Spokane for the construction and maintenance of public streets adjoining this plat

- e. Development of the subject property, including grading and filling, are required to follow an erosion/sediment control plan that has been submitted to and accepted by Development Services prior to the issuance of any building and/or grading permits.
- f. All stormwater and surface drainage generated on-site must be disposed of on-site in accordance with Chapter 17D.060 SMC, Stormwater Facilities, the Spokane Regional Stormwater Manual, City Design Standards, and as per the Project Engineer's recommendations, based on the drainage plan accepted for the final plat.
- g. No building permit shall be issued for any lot in this subdivision until evidence satisfactory to the Development Services Center has been provided showing that the recommendations of Chapter 17D.060 SMC, Stormwater Facilities, the Spokane Regional Stormwater Manual, and the Project Engineer's recommendations, based on the drainage plan accepted for the final subdivision, have been complied with.
- h. When building permits are issued, the lots shall be connected to a functioning public or private sanitary sewer system, complying with the requirements of the Development Services Center.
- i. Only City water and sanitary sewer systems shall serve the plat; the use of individual on-site sanitary waste disposal systems and private wells is prohibited.
- j. When building permits are issued, the lots shall be connected to a functioning public or private water system, complying with the requirements of the Development Services Center, and having adequate pressure for domestic and fire uses, as determined by the Water and Hydroelectric Services Department.
- k. Prior to the issuance of any building permits, the lots shall be served by fire hydrants and shall have appropriate access to streets as determined by the requirements of the City Fire Department and the Development Services Center.
- l. All parking areas and driveways shall be hard surfaced.
- m. Utility easements shown hereon the described plat are hereby dedicated to the City and serving utility providers for the construction, reconstruction, maintenance and operation of utilities and cable television, together with the right to inspect said utilities and to trim and/or remove brush and trees which may interfere with the construction, maintenance and operation of same.
- n. Avista shall have the right to prohibit changes in grade to above and below installed facilities within the utility easements as granted herein.
- o. No building, structure, fence or landscaping is allowed within the easements as granted herein that may interfere with Avista's rights or with the safe operation of the Facilities or that are not in compliance with all safety and building codes, regulations and laws.
- p. If the developer or their subcontractor ditches beyond the limits of the as-platted easement strips as granted herein, additional easements will need to be acquired to cover the utility lying outside of the easement area.

Time Limitations.

The Type II Preliminary Short Plat applications becomes void five years after the effective date of the Planning Services Director's decision without the submission of a final short plat application unless the Planning Services Director authorizes an extension of time. 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.

Notice of Right to Appeal

Appeals or requests for reconsideration of decisions by the Planning and Development Director are governed by Spokane Municipal Code 17G.061.340 - Appeals. Decisions of the Planning and Development Director regarding Type I or II applications are final unless appealed to the City of Spokane Hearing Examiner. All appeals must be filed with Planning and Development within fourteen (14) calendar days of the date of the decision. All requests for reconsideration must be filed with Planning and Development within seven (7) days of the date of the decision. THE DATE OF THIS DECISION IS THE 4th DAY OF FEBRUARY 2026. **THE LAST DAY TO APPEAL THIS DECISION IS THE 18TH DAY OF FEBRUARY 2026, AT 5:00 P.M.** In addition to paying the appeal fee to appeal the decision, the ordinance requires payment of a transcript fee to the City of Spokane to cover the costs of preparing any required transcripts.

An appeal shall take the form of a written statement of the alleged reason(s) the decision was in error. An appeal application is not considered complete until the required appeal fees are paid. The appeal fee (\$350.00) must be paid in full at the time the appeal is made. The form for filing an appeal is available from Planning and Development.

Please contact Steven Bafus 509-625-6312 if you have further questions related to procedures or if you need further assistance.

Sincerely,



Spencer Gardner
Planning and Development

By: Steven Bafus, Planner
Planning and Development

Z25-589PSP Staff Report

Final Audit Report

2026-02-05

Created:	2026-02-04
By:	Emily King (eking@spokanecity.org)
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"Z25-589PSP Staff Report" History

-  Document created by Emily King (eking@spokanecity.org)
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