



**PLANNING & DEVELOPMENT SERVICES**  
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April 29, 2019

Bush Living Trust  
Tim Bush  
520 W Columbia Dr.  
Kennewick, WA 99336

RE: Review of File # Z19-151PBSP

Dear Mr. Bush:

This letter is to inform you that the application materials for the above mentioned Preliminary Binding Site Plan were found to be technically incomplete, based on a review required under Spokane Municipal Code (SMC) 17G.060.090, Determination of a Complete Application. The following comments were received from various departments and agencies that require addressing before this application can be considered technically complete and proceed to Notice of Application and Public Hearing.

**Planning:**

The following comments **must** be addressed prior to moving forward in the Preliminary Binding Site Plan process:

1. SEPA checklist
  - a. Generally please clarify the SEPA responses – some appear to be based on the car wash use only while others may contemplate the drive-through and/or uses related to the future buildout of the larger development site.
  - b. Other areas requiring additional clarification are outlined in the attached SEPA checklist.

The following comments are fairly general in nature and are provided for reference during the preliminary and final plat processes:

1. Missing preliminary binding site plan map requirements may be corrected now or as part of a final binding site plan process. These include:
  - a. Plat Name.
  - b. Name, mailing address and phone number of the owner and the person with whom official contact should be made regarding the application.
  - c. Legal description.
  - d. Number of lots proposed.
2. Further comments regarding landscaping, screenings, parking calculations, etc., will be addressed outside of this Preliminary Binding Site Plan.

**Engineering:**

The following comments **must** be addressed prior to moving forward in the Preliminary Binding Site Plan process:

1. Per the Hearing Examiner's Decision date February 18<sup>th</sup>, 2003:

- a. *A new or updated traffic study is required for building permits sought after December 31, 2006. See comment #2 and 3.*
  - b. *The applicant shall construct pedestrian pathway across the site's SR-2 frontage. This will be located primarily off of WSDOT right of way and will connect with the access points to SR-2 (Phase 1 & 2). This was not included in the site plan provided.*
2. The traffic study must evaluate the intersection of US 2 and Technology Blvd; US 2 and Hilton Access; and US 2 and Flint Road. This analysis will also need to look at the number of trips that will be routed to the intersection of US 2 and Hayford Rd. Coordination with Inga Note, City of Spokane, and Greg Figg, WSDOT, is needed to finalize the scope before starting the study. Full review of the BSP cannot be completed for Transportation until the traffic study has been reviewed and accepted by WSDOT and the City of Spokane.
  3. The trip generation summary should show the pass-by trips for the car wash, coffee/donut shop and fast food restaurant. Please revise.
  4. Per the Spokane Municipal Code: 17C.325.020 Drive-through Facilities:
    - a. Stacking Lane Standards.
      - i. A minimum of eighty feet for a single stacking lane or eighty feet per lane when there is more than one stacking lane, is required for all other drive-through facilities.
      - ii. **Stacking lanes must be designed so that they do not interfere with parking, parking access and vehicle circulation.**
      - iii. **All stacking lanes must be clearly identified, through the use of means such as striping, landscaping and signs.**

The proposed layout of the drive-thru/stacking lanes on the site plan conflict with parking, the parking lot travel lanes, and the entrance and exiting of the two drive-thru travel lanes. The drive-thru lanes must be separate and clearly identified without conflicting with the travel lanes of the parking lot.

The following comments are fairly general in nature and are provided for reference during the preliminary and final plat processes:

1. A preliminary paving plan was submitted with the Preliminary BSP application. Paving and access plans will be reviewed at the time of building permit application.
2. A conceptual overall water plan has been submitted for this development. Final plans will need to be submitted to Developer Services for review and acceptance prior to construction.
3. The water facilities behind the master water meter are to be privately maintained & operated. Maintenance of the private water facilities is the responsibility of the Business Association created for this BSP and the CC&R's must reflect this.
4. A conceptual overall sewer plan has been submitted for this development. Final plans will need to be submitted to Developer Services for review and acceptance prior to construction.
5. The private sewer facilities are to be privately maintained & operated. Maintenance of the private sewer facilities is the responsibility of the Business Association created for this BSP and the CC&R's must reflect this.
6. Compliance to SMC 17D.060 "Storm-water Facilities" for storm water is required and will be reviewed during the Construction Permit process. An approved Drainage

Report with supporting geotechnical information will be required for the development of this property.

7. CC&R's for the binding site plan must be reviewed and approved by Developer Services prior to the City Engineer signing the final binding site plan.
  - i. The CC&Rs shall address operation, maintenance, repair, and replacement of the private sewer, water, and stormwater facilities. Sinking fund calculations shall be included for the operation, maintenance, and replacement of these facilities.
8. A Stormwater Operation and Maintenance Manual to perpetuate the drainage systems in this Binding Site Plan must be prepared and referenced in the dedication and CC&R's. A copy of the O&M Manual must be reviewed and approved by Developer Services prior to the City Engineer signing the final binding site plan.
9. Addresses should be assigned for each lot in the Final BSP. Addresses can be obtained by contacting the City of Spokane Permit Helpline at (509) 625-6999.
10. Further comments regarding the design of the access, sewer, water, stormwater, sidewalk, curb/gutter, etc., will be addressed outside of this Preliminary Binding Site Plan.

Statements to be included in the Dedicatory Language on the face of the final plat:

1. All stormwater and surface drainage generated on-site must be disposed on-site in accordance with chapter 17D.060 SMC, Stormwater Facilities, and City Design Standards, and as per the Project Engineer's recommendations, based on the drainage plan accepted for the final binding site plan.
2. Reciprocal access is required for all lots within this BSP.
3. Properties which contain portions of shared stormwater ponds, swales, or other facilities, agree to provide reciprocal rights of use, maintain design flowpaths and share responsibilities for operation and maintenance of these facilities.
4. The City of Spokane does not accept the responsibility to inspect or maintain drainage facilities located outside of public right-of-way, neither does the City of Spokane accept any liability for any failure by the property owners to properly maintain such areas.
5. Private ingress, egress, and utility easements, are granted as platted and shown hereon for the reciprocal access and non-exclusive utility service needs of the affected lot.

**Avista:**

The following comments are fairly general in nature and are provided for reference during the preliminary and final plat processes:

1. Please provide 10' utility easement across lots 6 & 7, adjacent to existing 18' border easement along southern property line.

Statements to be included in the Dedicatory Language on the face of the final plat:

1. Easements for "Dry" utilities (electric, gas, phone, fiber, cable TV) as shown on the herein described plat are hereby dedicated for use of serving utility companies for the construction, reconstruction, maintenance, protection, inspection and operation of their respective facilities, together with the right to prohibit changes in grade over installed underground facilities and the right to prohibit, trim or remove trees, bushes, landscaping, without compensation and to prohibit brick, rock or masonry structures

that may interfere with the construction, reconstruction, reliability, maintenance and safe operation of same.

2. Storm drain dry wells and water meter boxes shall not be placed within "Dry" easements; however, lateral crossings by storm drain, water and sewer lines are permitted. Serving utility companies are also granted the right to install utilities across future acquisition areas or border easements.

**Additional comments received to be conditions:**

**Water:**

1. The site shall be served by a water master meter at the right of way line on East Hilton Avenue and will be a private system beyond that meter meeting City of Spokane standards.
2. The on-site private water system shall not extend beyond the project boundary.
3. The existing water services in East Hilton Avenue shall be terminated at the water main in the street at the owner's expense.
4. All water services shall meet current backflow standards per WAC 246-290-490 and follow City of Spokane Water Department Rules and Regulations for Water Service Installations.

**Fire Department:**

1. The proposal does not appear to meet the requirements for fire access as required in the Fire Code for the carwash. Note that fire sprinklers can be used as an alternative for site access when the building is not required to be provided with fire sprinklers.
2. Fire Department approved all-weather access must be provided to within 150 feet of any point around the outside of a building (IFC 503.1.1). The proposed plan does not meet the required distance and does not indicate the applicable radii for the interior roads.
3. Minimum width for fire access is 20 feet, unobstructed (IFC 503.2.1). Buildings exceeding 30 feet in height and will be required to have a Fire Aerial Access lane of 26 feet wide along at least one side of each building (IFC D105.2).

**Fairchild Air Force Base:**

1. The Fairchild AFB Joint Land Use Study (JLUS) standards as codified in Spokane Municipal Code require lighting that does not adversely affect flight safety. Specifically *Section 17C.182.240 General Use Restrictions – MIA 3/4*.
  - a. No use shall be constructed or installed in the Military Influence Area 3/4 designation that would cause any one of the following circumstances:
    - i. The use makes it difficult for pilots to distinguish between airport lights and other lights.
    - ii. The use results in glare which impairs pilot vision.
    - iii. The use impairs pilot visibility in the vicinity of Fairchild AFB.
    - iv. The use endangers the landing, taking off, or maneuvering of aircraft.
2. Spokane Municipal Code requires an Avigation Easement be filed with the Spokane County Auditor. The Avigation Easement addresses exterior lighting as well. See *Section 17C.182.700 Avigation Easement Required in MIA 2 and 3/4*.

**Spokane International Airport:**

1. Project is in ACZ-3 and MIA 2, 4 and Noise Impact Area.
  - a. MIA-2 requires review of project proposal by FAFB and FAA.
  - b. MIA 2 requires "coordination and collaboration" with FAFB.
2. **Avigation Easement and Notice of Proposed Construction or Alteration FAA Form 7460-1 (enclosed) are required.** *Please note that instructions for the Notice of Proposed Construction or Alteration required advance notice of at least 45 days prior to construction or building permit application, whichever is earliest.*

**Spokane Tribe of Indians:**

1. Cultural Survey-Sub-surface testing by professional archaeologist for cultural resources in high risk area, and inadvertent disturbance plan implemented into the scope of work.
2. **If any artifacts or human remains are found during construction, Spokane Tribe of Indians Tribal Historic Preservation Office should be notified and the work in the immediate area cease.**
3. Should additional information become available our assessment may be revised, our tribe considers this a positive action that will assist us in protecting our shared heritage.

**Department of Ecology:**

1. Please see enclosed letter from Department of Ecology dated April 18<sup>th</sup>, 2019.

Considering the need for additional information, the timeline for this application is on hold until the additional information is provided. In accordance with SMC 17G.060.090, the 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 60 days the application and a portion of the fees shall be returned to the applicant.

If you have any questions regarding these requirements, feel free to contact me by email or phone. Please make an appointment with me to submit the revised and additional materials.

Sincerely,



Melissa Owen  
Assistant Planner  
Development Services Center