

**REQUEST FOR COMMENTS**  
**Cedar Street Preliminary Short Plat (Unit Lot Subdivision)**  
**FILE NO. Z25-428PPLT**

**Date:** July 17, 2025

**To:** Interested Parties, City Departments  
and Agencies with Jurisdiction.  
(Distribution list on reverse side)

**From:** Melissa Owen, Planner II  
808 West Spokane Falls Boulevard  
Spokane, WA 99201 or call (509) 625-6063  
mowen@spokanecity.org

**Subject:** Cedar Street Preliminary Short Plat (Unit Lot Subdivision) – Request for Comments

**Owner:** Cobalt Ventures, LLC – Michael Cannon  
7401 N Albert St.  
Spokane, WA 99208

**Applicant/Agent:** Jon Gordon, Gordon Land Surveying  
4507 N Larch Rd  
Spokane, WA 99216

**File Number:** Z25-428PSP

**Location Description:** 1615 N Cedar St (parcel 25124.5701).

**Description of Proposal:** The applicant is proposing to subdivide one existing parcel 25124.5701 addressed as 1615 N Cedar Street into three lots for development under the City's Unit lot Subdivision Code. One lot will retain the existing single-family home and two lots will be vacant. This is a Type II application with decision issued by the City of Spokane Planning Director.

**Legal Description:** COLER BLVD ADD L1 B6, a portion of the southeast quarter of the southeast quarter of Section 12, Township 25N, Range 42 E.W.M.

**SEPA:** Exempt.

**Current Zoning:** Residential 2 (R2)

**REPORT NEEDED BY: 5 P.M. August 4, 2025.** If additional information is required in order for your department or agency to comment on this proposal, please notify Planning and Development as soon as possible so that the application processing can be suspended while the necessary information is being prepared. Under the procedures of SMC 17G.061, this referral to affected departments and agencies is for the following:

- 1) The determination of a complete application. If there are materials that the reviewing departments and agencies need to comment on this proposal, notice of such must be provided to the applicant;
- 2) Provides notice of application;
- 3) Concurrency Testing, **please note one of the following:**
  - a) ( ☒ ) This application is subject to concurrency and agency is required to notify this department that applicant meets/fails currency; OR
  - b) ( ☐ ) This application is exempt from concurrency testing but will use capacity of existing facilities.

Under the revised procedures of SMC 17G.061, this referral to affected Departments and Agencies is to provide notice of a pending application. **THIS WILL BE THE LAST NOTICE PROVIDED TO REFERRAL DEPARTMENTS AND AGENCIES UNLESS WARRANTED.** If there are materials that the reviewing Departments and Agencies need to comment on this proposal, notice of such must be provided to the Applicant. The lack of comment by any referral agency will be considered to be acceptance of this application as Technically Complete.

\* - The lack of comment including concurrency by any referral agency will be considered acceptance of this application as technically complete and meeting concurrency requirements.

\*\* - Please forward your comments to Adam Hayden, Planning and Development at least 2 working days before the "Report needed by" date shown on the front page.

## **DISTRIBUTION LIST FOR COMMENTS**

**PROJECT NAME: Cedar Street Preliminary Short Plat (Unit Lot Subdivision)**

**FILE No.: Z25-428PSP**

### **E-mail Copies**

#### **City Departments**

- Asset Management, Attn: Dave Steele
- Building Department, Attn: Dermott Murphy
- City Attorney, Attn: Timothy Fischer
- City Treasurer & City Taxes & Licenses
- Code Enforcement, Attn: Luis Garcia
- Construction Management, Attn: Joel Graff\* \*\*
- Engineering Services, Attn: Dan Buller\* \*\*
- Fire Dept., Attn: Dave Kokot \*
- Fire Dept., Attn: Lance Dahl \*
- GIS, Attn: Steven Allenton
- Historic Preservation, Attn: Megan Duvall
- Integrated Capital Management, Attn: Marcia Davis\* \*\*
- Integrated Capital Management, Attn: Kevin Picanco \*\*\*
- Library Services, Attn: Dana Dalrymple\*
- Neighborhood Services, Attn: ONS Team
- Parks Dept., Attn: Garrett Jones\*
- Planning & Development, Attn: Tami Palmquist
- Planning & Development, Attn: Eldon Brown\*\*
- Planning & Development, Attn: Adam Hayden\*
- Planning & Development, Attn: Spencer Gardner
- Planning & Development, Attn: Mike Nilsson\*\*
- Planning & Development, Attn: Planning Review
- Planning & Development, Attn: Erik Johnson
- Planning & Development, Attn: Joeline Eliason
- Planning & Development, Attn: Dalton Kuhn
- Police Department, Attn: OFC Caitlyn Anderson\*
- Public Works, Attn: Marlene Feist
- Solid Waste, Attn: Kerry Deatrich
- Solid Waste, Attn: Rick Hughes\*
- Street Operations, Attn: Inga Note\*\*
- Wastewater Management
- Water Department, Attn: John Saywers\*\*
- Water Department, Attn: Jim Sakamoto\*\*

#### **County Departments**

- Spokane County Public Works, Attn: Scott Engelhard
- Spokane County Planning Department, Attn: Scott Chesney
- Spokane County Engineering Dept., Attn: Gary Nyberg
- Spokane Regional Health District, Attn: Jon Sherve
- Spokane Regional Health District, Attn: Eric Meyer
- SRCAA, Attn: April Westby

#### **Washington State Agencies**

- Department of Natural Resources
- Department of Natural Resources Aquatics
- Department of Natural Resources, Attn: SEPA Center
- Department of Commerce, Attn: Ben Serr
- Department of Archaeology & Historic Preservation
- Department of Ecology, Attn: Environmental Review Section
- Department of Ecology, Attn: Jeremy Sikes
- Department of Ecology, Eastern Region, Attn: Mini Sheer, Wetlands/Shoreline
- Department of Transportation, Attn: Char Kay
- Department of Transportation, Attn: Greg Figg
- Department of Fish & Wildlife, Attn: Habitat Program

#### **Other Agencies**

- American Medical Response, Attn: Lori Koch
- U.S. Army corps of Engineers, Attn: Jess Jordan
- Avista Utilities, Attn: Larissa Pruitt
- Avista Utilities, Attn: Denise Marsh
- Avista Utilities, Attn: Christina Janssen
- Avista Utilities, Sherri Mattocks
- City of Spokane Valley Planning, Attn: Lori Barlow
- City of Spokane Valley Planning, Attn: Mike Basinger
- District 81 Capital Projects, Attn: Candy Johnson
- Mead School District Facilities & Planning, Attn: Ned Wendle
- Spokane Aquifer Joint Board, Attn: Erin Casci
- Spokane Aquifer Joint Board, Attn: Tonilee Hanson
- Spokane Transit Authority, Attn: Gordon Howell
- Spokane Transit Authority, Attn: Mike Hynes
- Spokane Tribe of Indians, Attn: Jacki Corley
- Spokane Regional Transportation Council, Attn: Kevin Wallace
- Williams Northwest Pipeline, Attn: Michael Moore

#### **Additional Electronic/Email Copies**

#### **Other Agencies**

- U.S. Postal Service, Attn: Postmaster
- Spokane Tribe of Indians, Attn: Randy Abrahamson (SE ¼ of SE ¼, Sec. 12, T. 25N, R. 42 E.W.M.)
- West Central Neighborhood Council

**REQUEST FOR COMMENTS**

**FILE No.: Z25-428PPLT**

**COMMENTS:** (Use additional sheets if necessary)

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Authorized Signature

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Department or Agency

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Date

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Concurrency  
Passed/Failed