



Pre-Development Conference Notes

Project Name: Green Gable Learning Center

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Phone: 509-625-6447

Project Name: Green Gable Learning Center
Permit No.: B21M0020PDEV
Site Address: 4606 S Freya St
Parcel No.: 34032.9177
Meeting Date: Thursday, February 25, 2021

Thank you for attending a Pre-Development meeting with the City of Spokane. Below are notes summarizing the information that was presented to you at your meeting on Thursday, February 25, 2021. These notes are broken down into three sections:

- Section 1: This section describes those proposed items specific to the building improvements with directives for code compliance addressed by the Building and Fire Departments as well as Spokane Regional Health District when warranted.
- Section 2: This section describes all issues outside of the building within the property boundaries including landscaping, parking requirements and accessibility, utilities, traffic, and refuse addressed by Planning, Engineering, Traffic, and Solid Waste Departments.
- Section 3: This section contains information for permit submittal, our intake process, and general information.

Please be advised that these notes are non-binding and do not constitute permit review or approval. The comments were generated based on current development standards and information provided by the applicant; therefore, they are subject to change. Comments on critical items will be highlighted in **bold** text.

Project Information:

- A. Project Description: New daycare for 125 children
- B. Size: The scope of work is a new day care with 1 floor and no basement. The total area of the project is approximately 7,500 square feet. The occupancy is assumed to be I4. The construction type was not noted, and is assumed to be Type VB.
- C. Special Considerations: BLA, Conditional Use Permit Type II
- D. Estimated Schedule: Must be completed by June 2023

E. Estimated Construction Cost: \$1,500,000

Section 1 – Comments Specific to the Building

Dean Giles - Professional Plan Examiner - (509-625-6121):

1. The Plan Review will reflect the extent and completeness of the submitted documents. **Attached** is a listing (by discipline) of the plans, specifications, and engineering details which should be submitted.

Tami Palmquist – Principal Planner (509-625-6157):

1. Development Standards:
 - a. Front yard setback (46th): 15 feet from front property line
 - b. Side yard setback (Freya): 5 feet
 - c. Rear yard setback: 25 feet
 - d. Lot Coverage: 2,250 sq. ft. +35% for portion of lot over 5,000 sq. ft.
 - e. FAR: 0.5
2. Design Standards: Per *SMC 17C.110.500*
This project must address Institutional Design Standards. Please refer to *17C.120.500-575* for institution design standards, which address:
 - a. Transition between Institutional and Residential Development
 - b. Buildings Along the Street
 - c. Lighting
 - d. Treatment of Blank Walls
 - e. Prominent Entrances
 - f. Massing
 - g. Roof Form
 - h. Historic Context Considerations
 - i. Screening

Dave Kokot – Fire Prevention Engineer (509-625-7056):

1. Construction and demolition shall be conducted in accordance with IFC Chapter 33 and NFPA 241.
2. The building will be required to be provided with fire sprinklers. (IFC 903)
3. A fire alarm system with central monitoring is required throughout this building (including tenant spaces) in accordance with the Municipal Code including the provision for “Special Areas to be Protected”. (SMC 17F.080.110) Emergency voice will required if the occupant load of the building is 100 or more.
4. Smoke detectors are required above the panel, power supplies, annunciator, and other panels associated with the fire alarm system.
5. Carbon monoxide detection is required in classrooms.
6. Duct smoke detectors (if required) shall be wired to a supervisory zone only, not an alarm-initiating zone, as per Spokane Fire Department policy and as provided in the International Mechanical Code. The code requires duct detection only on return air.
7. The Fire Department requires annual operating permits for specific operations for buildings and sites in accordance with Section 105 of the Fire Code.

8. Where a commercial kitchen is provided with equipment that will produce grease vapors, a Class I kitchen hood is required and will be protected with a wet-chemical suppression system (IFC 609.2). In addition, a Class K fire extinguisher will be located no more than 30 feet from the area of grease cooking (IFC 906.1). The type of equipment that is considered to generate grease vapors is established by the International Mechanical Code.
9. Fire extinguishers are required for A, B, E, F, H, I, M, R-1, R-2, R-3 and S occupancies in accordance with IFC 906 – Table 906.3(1).
10. Address numbers or other approved signs are required to be provided on the building in a visible location (IFC 505).
11. If the building is equipped with a fire protection system, a Fire Department key box will be required (IFC 506).

Eric Meyer – Spokane Regional Health District (509-324-1582):

1. The Green Gable Learning Center does not include K-12 instruction so the facility, including food service, is under jurisdiction of the Department of Children, Youth, and Families.

Section 2 – Comments Specific to the Site

Tami Palmquist – Principal Planner (509-625-6157):

1. **A Type II Conditional Use Permit for the new daycare will be required to be approved prior to any construction.**
2. **The parcel was recently platted into 5 lots, Moran South Final City Short Plat. The lots will need to be aggregated back into one parcel prior to any building permits being accepted.**
3. Landscaping and Sidewalks:
 - a. Separated sidewalks with planting zone are required, this may have been completed with the Short Plat, if not it will be required with the Conditional Use Permit.
 - b. Sidewalks, including interior pathways, shall have the minimum dimension of five feet. This dimension shall be applied to the clear, unobstructed pathway between the planting zone for street trees per SMC 17C.200.050 and building facades or parking lot screening.
 - c. Irrigation is required as per *17C.200.100*.
 - d. A six-foot wide planting area of L2 landscaping, including street trees as per 17C.200.050 are required along street frontages.
 - e. Building setbacks and all other portions of a site not covered by structures, hard surfaces, or other prescribed landscaping shall be planted in L3 open area landscaping until the maximum landscape requirement threshold is reached (see *SMC 17C.200.080*).
4. Parking:
 - a. Please show parking calculations on your building plans when you submit for permit. Minimum and Maximum parking ratios are per *SMC 17C.230*.
 - i. Minimum Ratio for daycare: one parking stall per 500 sq.ft. of floor area.
 - ii. Maximum Ratio for daycare: one parking stall per 200 sq.ft. of floor area.
 - iii. Parking is not permitted in the front yard setback along 46th.

5. Refuse: 17C.200.070
 - a. All exterior refuse (including: garbage, recycling, and yard debris) receptacles and refuse collection areas must be screened from the street and any adjacent properties, by using one of the following methods:
 - i. An L1 visual screen.
 - ii. A six-foot high solid masonry wall or sight-obscuring fence five feet inside the property line with an L2 see-through buffer between the fence and the property line.
 - iii. A five-foot tall earth berm planted with L3 open area landscaping.
 - iv. **Storage areas are not allowed within fifteen feet of a street lot line;** and
 - v. Screening shall comply with the clear view triangle requirements.
6. Any new fencing will require a separate permit.

Patty Kells – Traffic Engineering Assistant (509-625-6447):

1. Frontage improvements required along Freya St are curb, separated sidewalk with street trees, new City Standard driveway approach, and asphalt paving to the curb line matching street drainage designed. This must be designed by a WA State licensed civil engineer.
2. All parking and maneuvering areas must be hard surfaced. All required parking, landscaping and onsite stormwater design must be located within the property lines and not in the public right-of-way.
3. Please dimension the parking stalls, accessible stalls and access aisles, travel lanes, driveway approaches, public sidewalks, and onsite walkways on the site plan.
4. The parking lot must be striped to current standards and the accessible barrier free parking spaces and aisles must comply with the City of Spokane Standard Plan G-54 & B-80A. An accessible route of travel connecting to the nearest accessible entrances and to the public sidewalk is required with a marked accessible route of travel. All barrier free spaces and aisles must be drawn and reference these standard plans and **must be added as details on the plans**. Note on the site plan the van-accessible stalls and the sign locations. The access aisle for van accessibility must be eight feet wide.
5. Adequate access and maneuvering for refuse/emergency vehicles is required per City Standards and must be maintained during construction.
6. Any new or modified driveway access locations must be reviewed and approved by City of Spokane Developer Services prior to permit issuance. All unused driveways must be removed and replaced with City standard curb and sidewalk.
7. Maintain clear view at intersections, alleys, pedestrian ways, and driveways.
8. Pavement cut policy will be applicable. Confine illumination lighting to the site.
9. *The City shall collect impact fees, based on the schedules in SMC 17D.075.180, or an independent fee calculation provided for in SMC17D.075.050, from any applicant seeking development approval from the City.* A transportation impact fee will be assessed for this new 7,500sf daycare (\$5.62sf) and a change of use from SFR (1,824sf) to daycare with credit for the SFR (\$1,138.39) in the South Service Area. The estimated fee for 9,324sf daycare use is \$52,400.88 - \$1,138.39 (SFR credit) = \$51,262.49 + \$1,000.00 admin fee = **\$52,217.49**. This fee must be paid with the other permit fees prior to issuance of the building permit.

Mike Nilsson - Senior Engineer (509-625-6323):

1. Our records show a 4" side sewer connected to the 15 PVC main in Freya. Sewer card for the existing connection is attached for reference. There are also several 4" stubs to the newly created parcels along 46th Court. The standard minimum for commercial developments is a six inch diameter service.
2. Commercial side sewers shall be at least six inches in diameter. All side sewers shall be PVC pipe, have a minimum slope of two percent and 3.5 feet of cover where vehicular traffic passes over, two feet minimum in other areas. The tap must be in the mainline, not to a manhole. Sewer and Water separation requirements are 18 inches minimum vertical, five-foot minimum horizontal. Sewer cleanouts shall be installed every 100 feet and at every angle 45 degrees or greater.
3. The project property is not located within the General Facilities Charge (GFC) Waiver Zone, so GFCs will be assessed on new or upsized service connections.
4. All storm water and surface drainage generated on-site must be disposed of on-site in accordance with *SMC 17D.060.140* "Storm water Facilities". Stormwater requirements can be found in the Spokane Regional Stormwater Manual (SRSM) and City of Spokane Design Standards Section 6. In general, any new impervious surface will require a geotechnical site characterization (report) and drainage report/plan. Please include a detailed Site Plan or Civil Plans, which show and clearly delineate existing and proposed sewer, water, drainage structures, dry well types, swale bottom areas and property lines. Show proposed and existing pavement. Geotechnical reports, drainage reports and civil plans must be stamped and signed by an engineer licensed in the State of Washington.
5. The site is located in an area designated as a **special drainage district** (see *SMC 17D.060.130* for additional information/requirements).
6. Combining landscape and stormwater treatment areas per Low Impact Development (LID) Technical Guidance Manual for Eastern Washington is allowed. The link to DOE LID resources can be found at:
<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Stormwater-permittee-guidance-resources/Low-Impact-Development-guidance>
7. **A construction stormwater general permit may need to be obtained from Ecology. See attached handout for additional information.**
8. All drywells and subsurface drainage galleries for the site must be shown on the plans and registered with the Washington State Department of Ecology (DoE). Decommissioned drywells will also need to be reported to the DOE. Please send a copy of the completed registration form to the City of Spokane, Planning and Development. See the following link at the DoE website for information about the Underground Injection Control (UIC):
<http://www.ecy.wa.gov/programs/wq/grndwtr/uic/index.html>
9. Most land-disturbing activities require an Erosion and Sediment Control (ESC) plan. Land-disturbing activities are activities that result in a change in existing soil cover (vegetative or non-vegetative) or site topography. Land-disturbing activities include, but are not limited to, demolition, construction, clearing and grubbing, grading, and logging. An ESC plan detailing how erosion and other adverse stormwater impacts from construction activities will be handled must be submitted to the Development Services Center for review and acceptance prior to construction of said phase. See Section 9 of the SRSM for ESC requirements and applicability. The following link provides information on ESC training and certification programs: <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Certified-erosion-sediment-control>

10. Include a note stating *All sidewalks, curbs, and driveway approaches adjacent to the property will be reviewed at the end of the project when a Certificate of Occupancy is requested. If any are found to be broken, heaved, sunken, or missing, they must be repaired/replaced whether the damage was existing or caused by construction. If you would like a sidewalk inspection prior to requesting occupancy, please contact the City of Spokane at (509) 625-6300 to arrange a site visit.*

Dave Kokot – Fire Prevention Engineer (509-625-7056):

1. An approximate site fire flow (obtained from IFC Table B105.1 and Table C105.1 using the total fire area and construction type) is 2,250 GPM without automatic sprinklers throughout and requires two fire hydrants. Site fire flow is 1,500 GPM with automatic sprinklers throughout and requires one fire hydrant.
2. There are two existing fire hydrants in the area that meet some or all of the code requirements for this project.
3. Site fire flow will be required to be maintained or provided prior to the approval of construction permits.
4. Fire hydrant spacing shall not be more than 500 feet (along an acceptable path of travel), within 500 feet of the property line for non-sprinklered buildings and 750 feet of the property line for fire sprinklered buildings (SMC 17F.080.030).
5. For commercial buildings, fire hydrants are required to be along an acceptable path of travel within 400 feet to all points around the building without fire sprinklers (IFC 507.5.1), and 600 feet for commercial buildings with fire sprinklers (IFC 507.5.1, exception 2).
6. Fire Department Connections for new fire sprinkler system installations shall be located no more than five hundred feet from a fire hydrant along an accessible path of travel unless where approved by the fire official.
7. 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). For fully sprinklered buildings, this is extended to 165 feet (IFC 503.1.1, exception 1). Dead-end roads longer than 150 feet need approved fire apparatus turn-arounds (IFC 503.2.5). Fire apparatus turning radius is 50 feet external, 28 feet internal (SMC 17F.080.030.D.3). Minimum height clearance is 13 feet-6 inches (IFC 503.2.1). Fire lanes will have a maximum slope of 10 percent (based on IFC 503.2.7).
8. Streets with a minimum clear width less than 27 feet are required to be provided with “No Parking” signs on both sides of the street.
9. Minimum width for fire access is 20 feet, unobstructed (IFC 503.2.1).
10. Fire lanes will be maintained with an all-weather surface (IFC 3310.1) and provided prior to the approval of construction permits.
11. The proposal appears to meet the requirements of the Fire Code for fire access.
12. The installation of security gates or barriers on fire access roads shall be approved by the Fire Department (IFC 503.6). If access to the site is required to comply with the distances around the building, at least one access gate will be setback a minimum of 48’ from the edge of pavement. Gate openings will be a minimum of 14’ wide, and open gates will not obstruct access to structures.

Mathias Bauman – Water Department (509-625-7953):

1. The existing house has a one-inch copper domestic water service running to this parcel. Each building served must have a separate connection and separate meter unless otherwise specifically authorized by the director.
2. There is an 18-inch ductile iron water distribution main in Freya St available for the project.

3. The City of Spokane Water Department Cross Connection Control and Backflow program rules and regulations shall be followed in accordance with Washington Administrative Code (WAC 246-290-490) and the City of Spokane Municipal Code 13.04.0814.
4. This parcel falls outside of our General Facilities Connection Waiver zone, therefore, General Facilities Charges will apply if new water taps are made. See Section 13.04.2042 in the Spokane Municipal Code.
5. Calculated static water pressure is approximately 78-86 psi at the surrounding hydrants. Pressures exceeding 80 psi require a pressure reducing valve to be installed.
6. A utility site plan illustrating new water lines and/or services to be installed shall detail the location of new tap(s) and meter(s) prepared by a Professional Engineer licensed in the State of Washington. Water Department plan reviewers and inspectors will ensure that any new water line(s) and Service line(s) needing backflow assemblies are installed in accordance with applicable rules and regulations. Water Department Water Service Inspectors, (north side) Donovan Aurand (509) 625-7845, (south side) Ryan Penaluna (509) 625-7844 will review submitted plans and inspect on-site construction. Water Department Cross Connection Control Specialists, Chris Aronson (509) 625-7968 and Lance Hudkins (509) 625-7967, will review any backflow assemblies where required.
7. Taps and meters can be purchased at Developer Services Center, located on third floor of City Hall -Spokane. Size of service(s) shall comply with International Plumbing Code. Tap, meter, and connection fees will comply with section 13.04 of SMC. Tapping of the water main and installation of new meters shall be done by City forces. All excavation and restoration is the owner's responsibility. All trenches and/or excavations must comply with current W.A.C. #296-155 part N. No City of Spokane employee will be permitted into any trench and/or excavation without proper shoring or sloping, no exceptions. Please see Water Department Rules and Regulations for information about tap and meter sizes and sewer/water separation requirements.

Rick Hughes – Solid Waste (509-625-7871):

1. A refuse enclosure will be required. An enclosure for refuse only must be 12 feet wide by 10 feet deep with a clear width opening of 12 feet. An enclosure that is to include a recycling container up to 2 yards in size must be 17 feet wide by 10 feet deep with a clear width opening of 17 feet. An enclosure that is to include a recycling container larger than 2 yards in size must be 20 feet wide by 10 feet deep with a clear width opening of 20 feet.

Becky Phillips – Urban Forestry (509-363-5495):

1. Urban Forestry may have comments at a later date.

Section 3 – General Information and Submittal Requirements

1. Plan requirements are as shown on the attached “Commercial Application Submittal Requirements”. For the permit intake submittal, please provide an electronic copy of the **All plan sets along with reports and supporting documents**. Plan sets shall include all plans created for this project: cover sheet, architectural, structural, plumbing, mechanical, electrical, civil engineered plans, landscaping and irrigation drawings. Plans are required to be stamped and sealed by an architect, landscape architect, or engineer licensed to do business within the State of Washington. All reports and supporting documentation noted in departmental comments will also be required for the permit intake submittal (i.e. NREC, drainage report, geotechnical site characterization, critical materials list, etc.). Please note that plans may be provided in multiple logically separated files to help manage files sizes as excessively large (i.e. separated by discipline, by building vs site, etc.).
2. Please provide an electronic copy of site plans showing dimensions, **property lines, and City Limits**, relative topography, all on-street signs and street markings, any new and existing frontage improvements, all structures, on-street storm drainage facilities, sidewalks, curbs, parking calculations and dimensions, dimension existing roadway, new and existing driveways and their locations, and other relative information. Show all existing topography in the public right-of-way such as street signs, water valves, hydrants, etc. All required landscaping must be within the property lines and not in the public right-of-way.
3. An Intake Meeting handout was provided to you in your packet at the Pre-Development meeting. Please call (509) 625-6300 to schedule an Intake Meeting to submit plans for a new commercial/industrial building, an addition to an existing building, a change-of-use, or a parking lot. Appointments must be made at least 24 hours in advance and can be scheduled for Monday through Thursday.
4. Please provide a complete set of plans to Spokane Regional Health District if food and/or beverage handling business is planned.
5. If you would like a full Certificate of Occupancy on any portion of the permit prior to completion of the other phases, it is required to file separate permits for each phase. An additional \$250 fee will be assessed for a Temporary Certificate of Occupancy and/or a Temporary Certificate of Occupancy extension per SMC 8.02.031M.
6. For additional forms and information, see my.spokanecity.org.