



**CITY OF SPOKANE** PLANNING & DEVELOPMENT  
808 W. SPOKANE FALLS BLVD.  
SPOKANE, WASHINGTON 99201-3329  
509.6300  
FAX 509.625.6013  
[WWW.SPOKANEPLANNING.ORG](http://WWW.SPOKANEPLANNING.ORG)  
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**REQUEST FOR COMMENTS**  
**Courtland Avenue – Prelim Short Plat**  
**FILE NO. Z22-383PSP**

**Date:** November 4, 2022

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

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

**Subject:** **Courtland Avenue Preliminary Short Plat** – Request for Comments

**Applicant:** Rich Hurd  
804 W Boone Avenue  
Spokane, WA 99201

**Owner:** Gary Dillon

**Agent:** Tom Stirling, SynTier Engineering  
55 E Lincoln Rd., Suite 101  
Spokane, WA 99208

**File Number:** Z22-383PSP

**Location Description:** The proposal is located at **2209 E Courtland Ave.**, Parcel 35044.0536, SE 1/4, SEC. 4, T. 25 N., R. 43 E., W.M.

**Description of Proposal:** The applicant is proposing a two lot short plat using the city's interim zoning ordinance in order to divide one parcel into two for the purpose of retaining an existing duplex on each new proposed lot. The interim zoning code permits up to four units per parcel if all development codes can be met. The proposed plat is located at 2209 E Courtland Avenue (parcel 35044.0536).

Please note that pursuant to SMC 17G.080.040 this proposed plat qualifies for "minor engineering review" with the City of Spokane. Following the agency review period for this "minor engineering review plat," a decision will be issued. Please be advised that there is no public comment period for this "minor engineering review" plat. This is your only opportunity to comment on this proposal.

**Legal Description:** BROADVIEW ADD REPLAT B27 W5FT LT 3 ALL LT 4 & E37FT OF LT 5BLK 27

**SEPA:** This proposal is exempt from SEPA.

**Current Zoning:** Residential Single-Family (RSF)

**REPORT NEEDED BY: 5 P.M. November 21<sup>st</sup>, 2022.** 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.060, 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.060, 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 Patty Kells, 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: "Courtland Preliminary Short Plat"**  
**FILE No.: Z22-383PSP**

**E-mail Copies**

**City Departments**

- Asset Management, Attn: Dave Steele
- Building Department, Attn: Dermott Murphy
- City Attorney, Attn: James Richman
- 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 \*
- GIS, Attn: Steven Allenton
- Historic Preservation, Attn: Megan Duvall
- Integrated Capital Management, Attn: Marcia Davis\* \*\*
- Integrated Capital Management, Attn: Katherine Miller \* \*\*
- Library Services, Attn: Dana Dalrymple\*
- Neighborhood Services, Attn: ONS Team
- Parks Dept., Attn: Garrett Jones\*
- PIES, Attn: Lori Kinnear & Johnathan Bingle
- Planning & Development, Attn: Tami Palmquist
- Planning & Development, Attn: Eldon Brown\*\*
- Planning & Development, Attn: Patty Kells\*
- Planning & Development, Attn: Spencer Gardner
- Planning & Development, Attn: Dean Gundersen
- Planning & Development, Attn: Mike Nilsson\*\*
- Planning & Development, Attn: Planning Review
- Planning & Development, Attn: Erik Johnson
- Planning & Development, Attn: Joelle Eliason
- Police Department, Attn: Sgt Chuck Reisenauer\*
- Public Works, Attn: Marlene Feist
- Solid Waste, Attn: Scott Windsor
- Solid Waste, Attn: Rick Hughes\*
- Street Operations, Attn: Inga Note\*\*
- Wastewater Management, Attn: Mike Morris\*\*
- Wastewater Management, Attn: William Peacock\*\*
- Wastewater AWWTP, Attn: Mike Costner\*\*
- Water Department, Attn: Dan Kegley\*\*
- 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, Attn: Dave Harsh
- Department of Natural Resources Aquatics
- Department of Natural Resources, Attn: SEPA Center
- Department of Commerce, Attn: Ben Serr
- Department of Archaeology & Historic Preservation, Attn: Gretchen Kaehler
- Department of Ecology, Attn: Environmental Review Section
- Department of Ecology, Attn: Jacob McCann
- Department of Ecology, Eastern Region, Attn: David Moore, 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: Dave Chambers
- Avista Utilities, Attn: Lu Ann Weingart
- Avista Utilities, Attn: Eric Grainger
- Avista Utilities, Randy Myhre
- 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 Transit Authority, Attn: Kathleen Weinand
- 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 1/4, SEC. 4, T. 25 N., R. 43 E., W.M.)

**REQUEST FOR COMMENTS**  
**File No.: Z22-383PSP**

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

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Department or Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Concurrency Passed/Failed