

**STAFF REPORT ON COMPREHENSIVE PLAN
LAND USE AMENDMENT APPLICATION
0.85 acre at 4502-4508 N Madison St and 4601 N Monroe St; File Z18-884COMP**

I. SUMMARY OF REQUEST AND RECOMMENDATIONS:

DESCRIPTION OF PROPOSAL:

Change parcels 35062.3609, 35062.3610, and 35062.3619 from “Residential 4-10 Land Use” and RSF zoning to “Office Land Use” and O-35 zoning (same as adjacent parcel to the east). The subject parcels are approximately 37,000 square feet (0.85 acre) total. No specific development proposal is being approved at this time.

II. GENERAL INFORMATION

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| Agent: | Dwight Hume, Land Use Solutions and Entitlement |
| Applicant/Property Owner(s): | Washington State Department of Ecology |
| Location of Proposal: | The subject site is three parcels located on the northeast corner of North Madison Street and West Princeton Avenue, (4502-4508 N Madison St and 4601 N Monroe St / parcels 35062.3609, 35062.3610, and 35062.3619). The concerned property totals approx. 37,000 square feet (0.85 acre). |
| Legal Description: | Lots 10 through 15 of Block 36, Monroe Park Addition |
| Existing Land Use Plan Designation: | “Residential 4-10” |
| Proposed Land Use Plan Designation: | “Office” |
| Existing Zoning: | RSF (Residential Single-Family) |
| Proposed Zoning: | O-35 (Office with 35-foot height limit) |
| SEPA Status: | A SEPA threshold Determination of Non-Significance (DNS) was made on August 27, 2019. The appeal deadline is 5 p.m. on September 10, 2019. |
| Enabling Code Section: | SMC 17G.020, Comprehensive Plan Amendment Procedure. |
| Plan Commission Hearing Date: | September 11, 2019 |
| Staff Contact: | Nathan Gwinn, Assistant Planner; ngwinn@spokanecity.org |
| Recommendation: | Approve |

III. BACKGROUND INFORMATION



- A. Site Description:** The subject parcels (tax parcels 35062.3610, 35062.3609, and 35062.3619) for the proposal contain approximately 37,000 square feet (0.85 acre), situated at 4502-4508 N Madison St and 4601 N Monroe St. The site is improved with a parking lot. The homes appearing on the aerial photo above were built from 1940-1941 and were demolished in 2019, leaving the two southern parcels now vacant. Situated at the northeast corner of N Madison St and W Princeton Ave, the property fronts the east side of Madison and the north side of Princeton, both local access streets. An improved alley serves the entire east side of the site.

The subject parcels share a block with the Department of Ecology’s eastern regional office building at 4601 N Monroe St and a retail store at 1023 W Wellesley Ave (Cenex/Zip Trip).

- B. Proposal Description:** Pursuant to the procedures provided in [chapter 17G.060](#) Spokane Municipal Code, “Comprehensive Plan Amendment Procedure,” the applicant is requesting a Comprehensive Plan Land Use Plan Map designation change from “Residential 4-10” to “Office.” If approved, the zoning would be changed from RSF (Residential Single-Family – 35 feet) to O-35 (Office – 35

feet). Although the project description submitted by the applicant indicates that the site would be improved for an equipment storage building and provides a preliminary site plan of the facility, the applicant’s proposal does not include any final plans for development or improvement to the property. Development and improvement of the site would be subject to all relevant provisions of the City’s Unified Development Code, including without limitation, [chapter 17D.010](#) SMC relating to concurrency.

C. Existing Land Use Plan Map Designations with Subject Property in Bold Red Outline



D. Existing Zoning Map with Subject Property in Bold Red Outline



E. Land Use History: In 1906, the subject property was platted as lots 10 through 15 of Block 36, Monroe Park Addition, and annexed to the City in 1907. Each original lot was improved with single-family dwellings, but now all of the homes have been removed. By 1975, the adjacent office building to the east of the site had been constructed, and that building was zoned RO-1L (Residence-Office, Category I). However, the subject site remained zoned R1 (One-Family Residence), with a special permit granted in 1977 for providing off-street parking to the adjoining office building. The last two residences on the site, built in 1940 and 1941, also remained in the R1 zone. Following adoption of the City's Comprehensive Plan in 2001, the site was zoned RSF, with the parking lot continuing as a nonconforming use. In 2018, the applicant acquired the last two homes, which were demolished in 2019.

F. Adjacent Land Uses and Improvements:

| | |
|-------------------------------|---|
| North | Neighborhood Retail designation; convenience store and gas station |
| South: across W Princeton Ave | Residential 4-10; Single-family residence |
| East: across alley | Office; Dept. of Ecology's eastern regional office building (in common ownership with subject site) |
| West: across N Madison St | Residential 4-10; Single-family residences |

G. Street Designations: The subject property lies at the northeast corner of West Princeton Avenue and North Madison Street, both urban local access streets at this location. Nearby streets bounding the block are West Wellesley Avenue and North Monroe Street, which the Proposed Arterial Network Map TR 12, in Chapter 4 of the Comprehensive Plan, classifies as **Urban Principal Arterials**.

H. Application Process:

- Application was submitted on October 29, 2018.
- City Council established the Annual Comprehensive Plan Amendment Work Program for 2019 by resolution ([RES 2019-0011](#)) on February 25, 2019;
- Applicant was provided Notice of Application on May 15, 2019;
- Notice of Application was posted, published, and mailed on May 28, 2019, which began a 60-day public comment period, ending on July 29, 2019;
- A SEPA Determination of Non Significance was issued on August 27, 2019;
- Notice of Public Hearing was posted and mailed by August 28, 2019;
- Notice of Public Hearing was published on August 28 and September 4, 2019;
- Hearing date is scheduled with the Plan Commission for September 11, 2019.

IV. AGENCY, INTERESTED DEPARTMENT, & PUBLIC COMMENT

Notice of this proposal was sent to City departments and outside agencies for their review. Department and outside agency comments are included in this report as Exhibit 5. One agency/city department comment was received regarding this application:

- City of Spokane, Development Services

Notice of this proposal was also sent to the North Hill Neighborhood Council and all property owners within the notification area. Notice was posted on the subject property and in the local library branch, and published in the Spokesman Review. No comments were received from members of the public prior to the comment deadline.

V. COMPREHENSIVE PLAN AMENDMENT PROCESS GUIDING PRINCIPLES

SMC [17G.020.010](#) provides the following guiding principles for the annual comprehensive plan amendment process:

1. Keep the comprehensive plan alive and responsive to the community.
2. Provide for simultaneous review of proposals to allow for cumulative impact analysis of all applications on a City-wide basis and in conjunction with budget decisions.
3. Make map adjustments based on a foundation in policy language, consistently applying those concepts citywide.
4. Honor the community's long-term investment in the comprehensive plan, through public participation and neighborhood planning processes, by not making changes lightly.
5. Encourage development that will enable our whole community to prosper and reinforce our sense of place and feeling of community, in an ecologically, economically and socially sustainable manner.
6. Amendments to the comprehensive plan must result in a net benefit to the general public.

VI. REVIEW CRITERIA

SMC Section [17G.020.030](#) establishes the approval criteria for Comprehensive Plan amendments, including Land Use Plan Map amendments. In order to approve a Comprehensive Plan Land Use Plan Map amendment request, the decision-making authority shall make findings of fact based on evidence provided by the applicant that demonstrates satisfaction of all the applicable criteria. The applicable criteria are shown below in ***bold italic*** print. Following each criterion is staff analysis relative to the amendment requested.

A. Regulatory Changes.

Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.

Staff Analysis: Staff reviewed and processed the proposed amendment under the most current regulations contained in the Growth Management Act, the Washington State Environmental Policy Act (SEPA), and the Spokane Municipal Code. Staff is unaware of any recent federal, state, or legislative actions with

which the proposal would be in conflict, and no comments were received to this effect from any applicable agencies receiving notice of the proposal. The proposal meets this criterion.

B. GMA.

The change must be consistent with the goals and purposes of the state Growth Management Act.

Staff Analysis: The Growth Management Act (GMA) details 13 goals to guide the development and adoption of the comprehensive plans and development regulations (RCW [36.70A.020](#), “Planning Goals”), and these goals guided the City’s development of its comprehensive plan and development regulations. No comments received or other evidence in the record indicates inconsistency between the proposed plan map amendment and the goals and purposes of the GMA. The proposal meets this criterion.

C. Financing.

In keeping with the GMA’s requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.

Staff Analysis: The City did not require, nor did any Agency comment request or require a traffic impact analysis for the proposal. The subject property is already served by water, sewer, and nearby transit service and lies immediately adjacent to W Princeton Ave and N Madison St, both local access streets. Under State and local laws, any subsequent development of the site will be subject to a concurrency determination pursuant to SMC [17D.010.020](#). Staff finds that the proposal meets this criterion.

D. Funding Shortfall.

If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.

Staff Analysis: The subject property is centrally located within the city in an area well-served by urban facilities and services, and the proposal itself does not involve a specific development project. Implementation of the concurrency requirement, as well as applicable development regulations and transportation impact fees, will ensure that development is consistent with adopted comprehensive plan and capital facilities standards, or that sufficient funding is available to mitigate any impacts to existing infrastructure networks. The proposal meets this criterion.

E. Internal Consistency.

- 1. The requirement for internal consistency pertains to the comprehensive plan as it relates to all of its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For example, changes to the development regulations must be reflected in consistent adjustments to the goals or policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.***

Staff Analysis: The proposal is internally consistent with applicable supporting documents of the Comprehensive Plan as follows:

Development Regulations. As a non-project proposal, there are no specific plans for development of this site. Additionally, any future development on this site will be required to be consistent with the current development regulations at the time an application is submitted. The proposal does not result in any non-conforming uses or development and staff finds no reason to indicate that the proposed Comprehensive Plan Land Use Plan Map and zone change would result in a property that cannot be reasonably developed in compliance with applicable regulations.

Capital Facilities Program. As described in the staff analysis of Criterion C above, no additional infrastructure or capital expenditures by the City are anticipated for this non-project action, and it is not anticipated that the City's integrated Capital Facilities Program would be affected by the proposal.

Neighborhood Planning Documents Adopted after 2001. The North Hill Neighborhood Council, utilizing funding allocated by the Spokane City Council in 2007, began a planning process in 2014 to identify and prioritize goals into an action plan. The neighborhood adopted the [North Hill Neighborhood Action Plan](#) in 2015. The plan focused primarily on issues related to crime reduction and public safety; economic development; improving connectivity; and preserving the neighborhood character. The plan does not identify any strategies relating to the future use or development of the subject parcels, nor were any priority projects identified within or adjacent to the subject parcel. Therefore, the proposal to change the land-use designation and zoning for the subject property is internally consistent with applicable neighborhood planning documents.

Miscellaneous Comprehensive Plan Goals and Policies. Staff have compiled a group of Comprehensive Plan Goals and Policies excerpted from the Comprehensive Plan and contained in Exhibit 1 of this report. Further discussion of Comprehensive Plan Policy LU 1.5 Office Uses is included under the staff analysis of Criterion K.2 below.

2. ***If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.***

Staff Analysis: The proposal is generally consistent with current Comprehensive Plan policies, as described in further detail in the staff analysis of Criterion K.2 below and other criteria in this report. Therefore, no amendment to policy wording is necessary and this criterion does not apply to the subject proposal.

F. Regional Consistency.

All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts.

Staff Analysis: The proposed change in land use designations affects a relatively small (approximately 0.85-acre) area near the center of the urbanized area, with no foreseeable implications to regional or interjurisdictional policy issues. No comments have been received from any agency, City department, or neighboring jurisdiction which would indicate that this proposal is not regionally consistent. The proposal meets this criterion.

G. Cumulative Effect.

All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.

1. Land Use Impacts.

In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action.

2. Grouping.

Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.

Staff Analysis: The City is concurrently reviewing this application and four other applications for Comprehensive Plan amendments, as part of an annual plan amendment cycle. Three applications are for map amendments, while two are proposed text amendments to the Comprehensive Plan.

The three map amendment proposals, including the subject proposal, are spread throughout the city and concern properties distant from and unconnected to any of the others under consideration. Each of the three map amendment proposals is separated from the others by large swaths of pre-existing urban development. The conditions and exact modification(s) of land use and zoning are not likely to affect each other in any cumulative amount.

Both proposed text amendments are citywide in nature and significantly larger in the amount of property potentially impacted than the subject application. A proposed new policy (LU 4.6, Transit Supported Development, File [Z18-958COMP](#)) would encourage mixed-use development and high density residential development in areas adjacent to planned high-performance transit facilities, such as along W Wellesley Ave and N Monroe St near the subject site. The other text amendment is a proposed amendment to existing Policy LU 1.8, General Commercial Uses (File [Z19-002COMP](#)). However, any changes to land-use designations resulting from these pending policy changes would be required in a future annual application cycle, with no Land Use Plan Map changes occurring concurrently with this application. As such, it appears that no cumulative effects are possible, nor do the potential for such effects need to be analyzed. The proposal meets this criterion.

H. SEPA.

SEPA review must be completed on all amendment proposals and is described in chapter 17E.050.

1. Grouping.

When possible, the SEPA review process should be combined for related land use types or affected geographic sectors in order to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.

2. DS.

If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle in order to allow adequate time for generating and processing the required environmental impact statement (EIS).

Staff Analysis: The application is under review in accordance with the State Environmental Policy Act (SEPA), which requires that the potential for adverse environmental impacts resulting from a proposal be evaluated during the decision-making process. On the basis of the information contained in the environmental checklist, written comments from local and State departments and agencies concerned with land development within the City, and a review of other information available to the Director of Planning Services, a Determination of Non-Significance was issued on August 27, 2019. The proposal meets this criterion.

I. Adequate Public Facilities.

The amendment must not adversely affect the City’s ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.

Staff Analysis: The proposal would change the land-use designation of an area totaling 0.85 acre, within a built-up area of the city served by the public facilities and services described in CFU 2.1. The proposed change in land-use designations affects a relatively small area, does not include a development proposal, and does not measurably alter demand for public facilities and services in the vicinity of the site or on a citywide basis. Any subsequent development of the site will be subject to a concurrency determination pursuant to SMC [17D.010.020](#), thereby implementing the policy set forth in CFU 2.2. Staff finds that the proposal meets this criterion.

J. UGA.

Amendments to the urban growth area boundary may only be proposed by the city council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County.

Staff Analysis: The application does not propose an amendment to the urban growth area boundary. This criterion does not apply.

K. Demonstration of Need.

1. Policy Adjustments.

Proposed policy adjustments that are intended to be consistent with the comprehensive plan should be designed to provide correction or additional guidance so the community’s original visions and values can better be achieved. [...]

Staff Analysis: The proposal is for a map change only and does not include any proposed policy adjustments. Therefore, this subsection does not apply.

2. Map Changes.

Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:

- a. The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);***

Staff Analysis: Comprehensive Plan Chapter 3, Section 3.4 Description of Land Use Designations provides that:

“Office: The Office designation usually indicates freestanding small office sites and larger sites with two or more buildings located along arterial streets or intersections or as a buffer adjacent to residential areas. Higher intensity office areas should be located around downtown Spokane” (Comprehensive Plan Ch. 3, p. 3-39).

The subject site is located at the intersection of two local access streets in a residential area adjacent to Neighborhood Retail and Office designations to the north and east, both of which designations front directly on nearby principal arterials.

Policy LU 1.5, Office Uses, sets forth additional locational criteria for the Office land-use designation. It provides: “Direct new office uses to Centers and Corridors designated on the Land Use Plan Map.” The discussion section of Policy LU 1.5 provides further:

“To ensure that the market for office use is directed to Centers, future office use is generally limited in other areas. The Office designations located outside Centers are generally confined to the boundaries of existing Office designations. Office use within these boundaries is allowed outside of a Center.

“The Office designation is also located where it continues an existing office development trend and serves as a transitional land use between higher intensity commercial uses on one side of a principal arterial street and a lower density residential area on the opposite side of the street. Arterial frontages that are predominantly developed with single-family residences should not be disrupted with office use. For example, office use is encouraged in areas designated Office along the south side of Francis Avenue between Cannon Street and Market Street to a depth of not more than approximately 140 feet from Francis Avenue.”

The proposal would expand the Office designation westward from an existing Office designation and office building located on the same block and immediately across the alley from the subject site. A retail convenience store/fuel station, located within the Neighborhood Retail designated area which straddles both sides of Wellesley to the north of the amendment site, is also adjacent to the subject proposal. Both of these adjacent commercial uses front on principal arterials. The subject proposal lies between the Neighborhood Retail designation and a residential neighborhood to the south, and could serve as a transitional land use located between those areas.

As evidence of an existing office development trend, the application materials refer to the adjacency of the existing office building and Office Land Use Plan Map designation, in common ownership with the proposal, and the longstanding special permit for off-street parking on part of the subject site. The proponent has demonstrated the proposed designation is in conformance with the appropriate location criteria identified in the Comprehensive Plan, and the application meets subsection (a).

b. The map amendment or site is suitable for the proposed designation;

Staff Analysis: As described in the staff analysis under subsection (a) above, the proposed Office designation meets the locational characteristics provided in Comprehensive Plan Policy LU 1.5. The application materials maintain that the proposal would eliminate the nonconforming nature of the parking on this site, and could result in a portion of the site suitable for a storage facility for emergency response equipment. The proposal meets subsection (b).

c. The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.

Staff Analysis: As described in the staff analysis under subsections (a) and (b) above, the proposed Office designation meets the locational characteristics provided in Comprehensive Plan as well as eliminating the nonconforming nature of the parking on this site, which already supports the adjacent Office land use.

The Comprehensive Plan describes the proposed Land Use Plan Map designation as follows:

“Office: The Office designation usually indicates freestanding small office sites and larger sites with two or more buildings located along arterial streets or intersections or as a buffer adjacent to residential areas. Higher intensity office areas should be located around downtown Spokane.” (Comprehensive Plan Ch. 3, p. 3-39).

The application materials maintain that the proposal would facilitate the coordination of Department of Ecology functions associated with emergency response equipment, while consolidating the common operations of its office, parking and storage. The proposal meets subsection (c).

3. Rezones, Land Use Plan Map Amendment.

Corresponding rezones will be adopted concurrently with land use plan map amendments as a legislative action of the city council. If policy language changes have map implications, changes to the land use plan map and zoning map will be made accordingly for all affected sites upon adoption of the new policy language. This is done to ensure that the comprehensive plan remains internally consistent and to preserve consistency between the comprehensive plan and supporting development regulations.

Staff Analysis: If the Land Use Plan Map amendment is approved as proposed, the zoning designation of the subject property will change from RSF (Residential Single-Family) to O-35 (Office with 35-foot height limit). The O-35 zone implements the Office land-use designation proposed by the applicant. No policy language changes have been identified as necessary to support the proposed Land Use Plan Map amendment. The proposal meets this criterion.

VII. CONCLUSION:

Based on the facts and findings presented herein, staff concludes that the requested amendment to the Land Use Plan Map of the City's Comprehensive Plan satisfies the applicable criteria for approval as set forth in SMC Section [17G.020.030](#).

VIII. STAFF RECOMMENDATION:

Following the close of public testimony and deliberations regarding conclusions with respect to the review criteria and decision criteria detailed in SMC Chapter 17G.020, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested amendment to the Land Use Plan map of the City's Comprehensive Plan.

Staff recommends that the Plan Commission adopt the facts and findings of the staff report and recommends approval of the requested amendment to the Land Use Plan Map of the City's Comprehensive Plan for the subject property approximately 0.85 acre in size and located at 4502-4508 N Madison St and 4601 N Monroe St (parcels 35062.3609, 35062.3610, and 35062.3619).

IX. LIST OF EXHIBITS

- 1 Relevant Comprehensive Plan policies
- 2 Application Materials
- 3 SEPA CHECKLIST
- 4 SEPA Determination of Non-Significance
- 5 Department Comment – Development Services

EXHIBIT 1 – RELEVANT COMPREHENSIVE PLAN POLICIES

City of Spokane [Comprehensive Plan](#)

Land Use Element

LU 1.3 Single-Family Residential Areas

Protect the character of single-family residential neighborhoods by focusing higher intensity land uses in designated Centers and Corridors.

Discussion: The city's residential neighborhoods are one of its most valuable assets. They are worthy of protection from the intrusion of incompatible land uses. Centers and Corridors provide opportunities for complementary types of development and a greater diversity of residential densities. Complementary types of development may include places for neighborhood residents to work, shop, eat, and recreate. Development of these uses in a manner that avoids negative impacts to surroundings is essential. Creative mechanisms, including design standards, must be implemented to address these impacts so that potential conflicts are avoided.

LU 1.5 Office Uses

Direct new office uses to Centers and Corridors designated on the Land Use Plan Map.

Discussion: Office use of various types is an important component of a Center. Offices provide necessary services and employment opportunities for residents of a Center and the surrounding neighborhood. Office use in Centers may be in multi-story structures in the core area of the Center and transition to low-rise structures at the edge.

To ensure that the market for office use is directed to Centers, future office use is generally limited in other areas. The Office designations located outside Centers are generally confined to the boundaries of existing Office designations. Office use within these boundaries is allowed outside of a Center.

The Office designation is also located where it continues an existing office development trend and serves as a transitional land use between higher intensity commercial uses on one side of a principal arterial street and a lower density residential area on the opposite side of the street. Arterial frontages that are predominantly developed with single-family residences should not be disrupted with office use. For example, office use is encouraged in areas designated Office along the south side of Francis Avenue between Cannon Street and Market Street to a depth of not more than approximately 140 feet from Francis Avenue.

Drive-through facilities associated with offices such as drive-through banks should be allowed only along a principal arterial street subject to size limitations and design guidelines. Ingress and egress for office use should be from the arterial street. Uses such as freestanding sit-down restaurants or retail are appropriate only in the Office designation located in higher intensity office areas around downtown Spokane.

Residential uses are permitted in the form of single-family homes on individual lots, upper-floor apartments above offices, or other higher density residential uses.

CFU 2.1 Available Public Facilities

Consider that the requirement for concurrent availability of public facilities and utility services is met when adequate services and facilities are in existence at the time the development is ready for occupancy and use, in the case of water, wastewater and solid waste, and at least a financial commitment is in place at the time of development approval to provide all other public services within six years.

Discussion: Public facilities are those public lands, improvements, and equipment necessary to provide public services and allow for the delivery of services. They include, but are not limited to, streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, solid waste disposal and recycling, fire and police facilities, parks and recreational facilities, schools and libraries.

It must be shown that adequate facilities and services are available before new development can be approved. While occupancy and use imply an immediate need for water, wastewater and solid waste services, other public services may make more sense to provide as the demand arises. For example, a certain threshold of critical mass is often needed before construction of a new fire station, school, library, or park is justified. If these facilities and services do not currently exist, commitments for services may be made from either the public or the private sector.

CFU 2.2 Concurrency Management System

Maintain a concurrency management system for all capital facilities.

Discussion: A concurrency management system is defined as an adopted procedure or method designed to ensure that adequate public facilities and services needed to support development and protect the environment are available when the service demands of development occur. The following facilities must meet adopted level of service standards and be consistent with the concurrency management system: fire protection, police protection, parks and recreation, libraries, public wastewater (sewer and stormwater), public water, solid waste, transportation, and schools.

The procedure for concurrency management includes annual evaluation of adopted service levels and land use trends in order to anticipate demand for service and determine needed improvements. Findings from this review will then be addressed in the Six-Year Capital Improvement Plans, Annual Capital Budget, and all associated capital facilities documents to ensure that financial planning remains sufficiently ahead of the present for concurrency to be evaluated.

The City of Spokane must ensure that adequate facilities are available to support development or prohibit development approval when such development would cause service levels to decline below standards currently established in the Capital Facilities Program.

In the event that reduced funding threatens to halt development, it is much more appropriate to scale back land use objectives than to merely reduce level of service standards as a way of allowing development to continue. This approach is necessary in order to perpetuate a high quality of life. All adjustments to land use objectives and service level standards will fall within the public review process for annual amendment of the Comprehensive Plan and Capital Facilities Program.

Land Use Solutions & Entitlement

Land Use Planning Services

9101 N. MT. VIEW LANE Spokane, WA 99218

509-435-3108 (V)

10-28-18

Tirrell Black, AICP
City of Spokane Planning Services
W 801 Spokane Falls Blvd, 3rd Floor
Spokane WA 99201

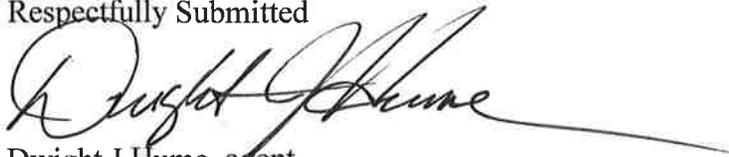
Ref: DOE Annual Map Amendment

Tirrell:

On behalf of the Department of Ecology, please find its application for a Comprehensive Plan Amendment and rezone from R 6-10 to Office and RSF to O-35. Specifically, enclosed are:

- 1) General Application
- 2) Early Threshold Review Supplement
- 3) Comprehensive Plan Annual Amendment Pre-Application
- 4) SEPA Checklist
- 5) Project Narrative
- 6) Site Plan
- 7) Summary of Neighborhood Council Outreach, and
- 8) \$500.00 application fee.

Respectfully Submitted



Dwight J Hume, agent
Land Use Solutions and Entitlement

RECEIVED

OCT 29 2018

Neighborhood and
Planning Services



DESCRIPTION OF PROPOSAL:

Map Amendment from R 4-10 to Office and zone change from RSF to O-35

ADDRESS OF SITE OF PROPOSAL: (if not assigned yet, obtain address from Public Works before submitting application)
4502 and 4508 N Madison, 4601 N Monroe and 4616 N Monroe

APPLICANT:

Name: Department of Ecology, C/O Fran Huntington Facilities Manager
Address: 300 Desmond Dr Lacey WA 98503
Phone (home): **Phone (work):** 360-407-7028
Email address: Fhun461@ecy.wa.gov

PROPERTY OWNER:

Name: Washington State Department of Ecology
Address: PO Box 47600 Olympia WA 98504
Phone (home): **Phone (work):** N/A
Email address: N/A

AGENT:

Name: Dwight J Hume dba Land Use Solutions and Entitlement
Address: 9101 N Mt. View Lane Spokane WA 99218
Phone (home): **Phone (work):** 509-435-3108
Email address:

ASSESSOR'S PARCEL NUMBERS:

35062.3610, 35062.3609, (Houses); 35062.3619 (W Parking Lot); 35062.3515 (NE Parking Lot)

LEGAL DESCRIPTION OF SITE:

See Attached Legal Descriptions

SIZE OF PROPERTY:

Houses (.28 acres); W. Parking Lot (.57 acres); NE Parking Lot (.17 acres) Total Acres 1.02 acres

LIST SPECIFIC PERMITS REQUESTED IN THIS APPLICATION:

Land Use Map Amendment with implementing zone changes.

RECEIVED

OCT 29 2013

Neighborhood and
Planning Services

Early Threshold Review

Department of Ecology Map Amendment

Description of Proposed Amendment: Land Use Map change from R 4-10 to Office and a zone change from RSF to O-35 on 1.02 acres.

The request will change two single family home sites located at 4502 and 4508 N Madison from RSF to O-35 and upgrade two existing parking lots; one located north of the houses along Madison and one located at the SEC of Monroe and Wellesley to Office from the current special permits and RSF zoning.

The purpose of the amendment is to accommodate an emergency response storage facility on site with the main office of the DOE and to replace existing special permit parking lots with Office designation and zoning.

SMC 17G.025.010

- 1. Describe how the proposed amendment is appropriately addressed as a Unified Development Code Amendment.**

The UDC allows for private sector request on individual ownerships, in-lieu-of a city-wide update to the comprehensive plan or a sub-area plan. Neither of these options are available, leaving the private sector request as the only reasonable option to keep the planned improvements within their approved budget cycle.

- 2. The proposed amendment does not raise policy or land use issues that are more appropriately addressed by an ongoing work program approved by the City council or by a neighborhood or subarea planning process.**

As stated above, neither a Citywide update nor a sub-area plan are available to this area and request, nor are they timely, considering the budget cycle.

- 3. The proposed amendment can be reasonably reviewed within the resources and time frame of the Annual Comprehensive Plan Amendment Work Program.**

The request has already been reviewed for the parking lot upgrades as a pre-application meeting of August 9, 2018. The change of the two existing houses will not add an unreasonable length of time for review and approval under the annual review process.

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4. **Describe how the proposed amendment is consistent with current general policies in the comprehensive plan for site-specific amendment proposals. The proposed amendment must be consistent with policy implementation in the Countywide Planning policies, the GMA, or other state or federal law, and the WAC.**

The annual process for amending the Comprehensive Plan is to keep the Comprehensive Plan alive and responsive to the community. The subject property is part of a common ownership split between the O-35 and RSF zones and contained within its present facility operations and/or block. The requested amendment is therefore, consistent with the adjacent land use classification and zones and will implement many applicable Comprehensive Plan policies. The site has a full range of public services available and can accommodate any potential commercial use of the common site.

The request is consistent with the CWPP. The CWPP encourages growth in urban areas where services and utilities already exist. When the site is further developed, the applicant or developer will be required to demonstrate that levels of service are maintained, as required by the CWPP. The CWPP also encourages the use of public transit and development where public transit is available. It is important to note that the city has adopted development regulations and policies to implement the CWPP at the City level. Thus, consistency with the CWPP is achieved.

The application is consistent with the goals and policies of the Growth Management Act. The GMA encourages densification, in-fill and urban development and redevelopment in areas designated for urban growth and within existing city limits. The property is within the UGA and the city limits of Spokane.

The proposed change is consistent with the following goals of the Comprehensive Plan:

Land Use 1.5 The Office designation is also located where it continues an existing office trend...

The subject proposal is located within the block bounded by Madison on the West, Princeton on the South, Wellesley on the North and Monroe on the East. The exception is a fleet vehicle parking lot located at the SEC of Wellesley and Monroe. The proposal will be contained within the block and will be used as part of the existing State of Washington DOE services. Accordingly, the expansion of the existing Office designation is contained and brings current non-conforming improvements and zones into conformance with the intent of the policy and comprehensive plan.

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Land Use 1.12

The proposed map change is consistent with LU 1.12. Existing public facilities and services are adequately available to the subject property.

Land Use 3.1

The proposed map change is consistent with LU 3.1, which encourages the efficient use of land. Under Policy LU 3.1 future growth should be directed to locations where adequate services and facilities are available.

Land Use 5.3

The Off -Site impacts are mitigated by the development standards of the city and the subject property is adjacent to existing DOE uses or separated by existing street systems, which is a common land use designation boundary. area, thus fostering a range of business and employment opportunities.

Economic Development Goal 6

The proposed map change is consistent with Goal ED 6, which recommends that development be located where infrastructure capacity already exist before extending infrastructure into new areas. In this case, all services are readily available.

5. **The proposed amendment is not the same as or substantially similar to a proposal that was considered in the previous year's threshold review process but was not included in the Annual Comprehensive Plan Amendment Work Program, unless additional supporting information has been generated. N/A, the proposal has not been submitted in the past.**
6. **If this change is directed by state law or a decision of a court or administrative agency, please describe. N/A**

End of Form





Comprehensive Plan or Land Use Code Amendment

Pre-Application

(Department of Ecology Applicant)

Neighborhood and Planning Services

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DESCRIPTION OF THE PROPOSED AMENDMENT:

(Please check the appropriate box(es))

- | | |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change | <input type="checkbox"/> Area-Wide Rezone |

Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.

1. General Questions (for all proposals):

- a. Summarize the general nature of the proposed amendment.
Map amendment from R-4-10 to Office and zone change from RSF to O-35.
- b. Why do you feel this change is needed?
The Department of Ecology is located within this block and has acquired the remaining two houses to use the land for facility expansion, for an emergency response equipment accessory storage building.
- c. In what way(s) is your proposal similar to or different from the fundamental concepts contained in the comprehensive plan?
Except for an existing "C" store, the remainder of the block within which the subject request is located, is owned by the State of Washington and operated by the Department of Ecology. The entire east half of this block is zoned Office, where the primary office facility is located and an existing parking lot on the west half is allowed by special permit. This is merely an expansion of the Office category to allow the planned facility expansion and upgrade zoning of the parking lot(s) from previous special permit approvals. If approved, it will be contained within its present boundaries of use.
- d. For text amendments: What goals, policies, regulations or other documents might be changed by your proposal? *N/A*
- e. For map amendments:
 1. What is the current Land Use designation and zoning for each affected parcel? *R 4-10 and RSF*
 2. What is the requested Land Use designation and zoning for each affected parcel? *Office and O-35*
 3. Describe the land uses surrounding the proposed amendment site(s); e.g. land use type, vacant/occupied, etc.
Sit(s): S/F Houses and/or parking lots for DOE and DOE Offices. East: S/F Houses; West: S/F Houses, Office and "C" Store; North: S/F and Neighborhood Retail; South S/F and Catholic Parish.
- f. Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal? *Previous Special Permits were granted for on-site parking in the west half of the block and at the SEC of Monroe and Wellesley.*
- g. Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Development Services department's work program (e.g. neighborhood planning, public input on new regulations, etc.)?

There are no pending plan updates and state budget constraints require immediate action.

- h. Has there been a previous attempt to address this concern through a comprehensive plan amendment?
 Yes No
- i. If yes, please answer the following questions:
1. When was the amendment proposal submitted?
 2. Was it submitted as a consistent amendment or an inconsistent amendment?
 3. What were the Plan Commission recommendation and City Council decision at that time?
 4. Describe any ways that this amendment proposal varies from the previously considered version.

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Project Narrative Summary

Department of Ecology Map Amendment

The Department of Ecology has purchased the remaining two homes located on the block where the DOE has headquartered in Spokane. Except for a "C" store located at the NW corner of the block, DOE will now have the rest of the block for their use.

These houses are located at the NEC of Princeton and Madison and are addressed as 4502 and 4508 N Madison. The purpose of this request is to enable DOE to relocate their emergency response equipment currently stored in west Spokane near the Waste to Energy Plant. The project would replace the houses with an accessory structure for said storage. Budgeting has been approved and is subject to this zone change prior to permitting, which is now delayed until the spring of 2020. Pending the procedural completion of this annual amendment.

In addition, the DOE will improve the existing parking lots and add a new parking lot immediately south of the existing office building within the current O-35 zone. Those improvements are scheduled for completion by June 30, 2019. A schematic site plan is included showing the proposed parking lot locations and a proposed preliminary site plan of the storage facility.

Finally, as part of the annual amendment, the parking lots that are currently under the approval of a special permit, will be upgraded to the O-35 zone to bring these parcels into compliance with the comprehensive plan and remove the non-conforming classification of said lots.

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Project Name

Owner

Project Status

| REV | DATE | DESCRIPTION |
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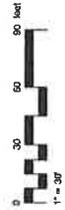
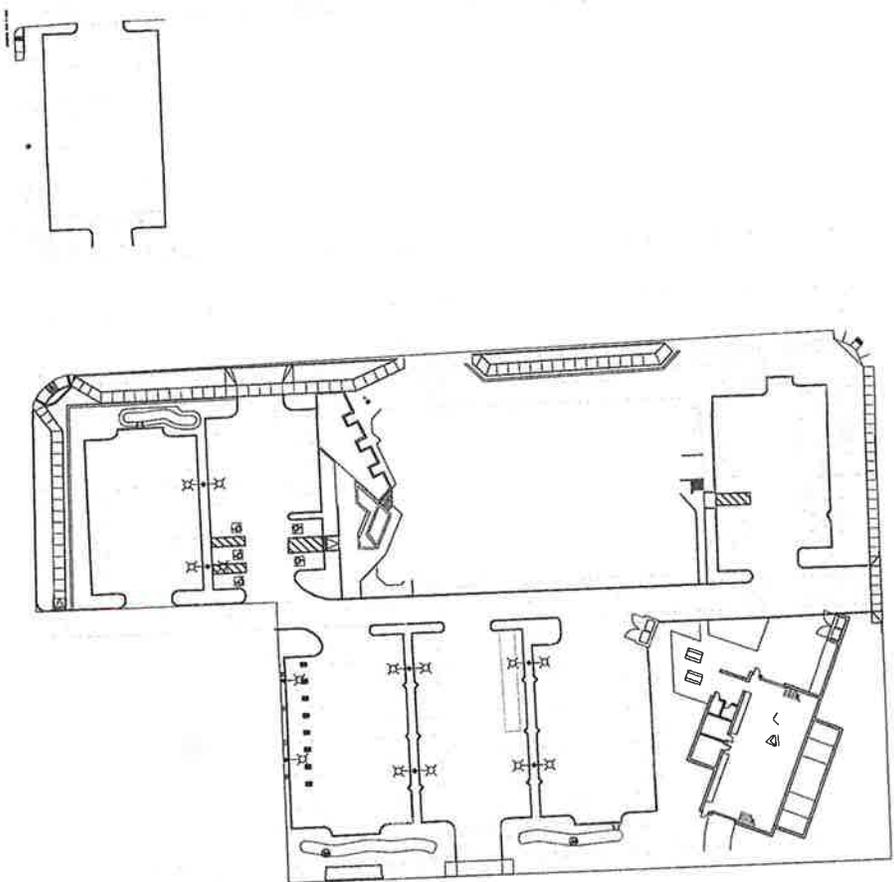
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|-------------|---------|
| PROJECT NO. | PROJECT |
| DRAWN | AUTHOR |
| CHECKED | CLIENT |
| DATE | DATE |

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OVERALL FIRST FLOOR PLAN

A-101

SHEET OF



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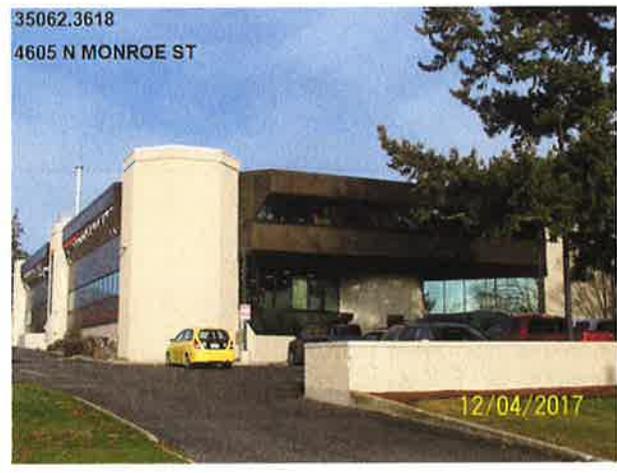
Neighborhood and Planning Services

Measure More Info



Tax Parcels Districts Permits Zoning

EXISTING ZONES



Site Address and Owner Info

Most-Recent Sale

Click on the image to view larger

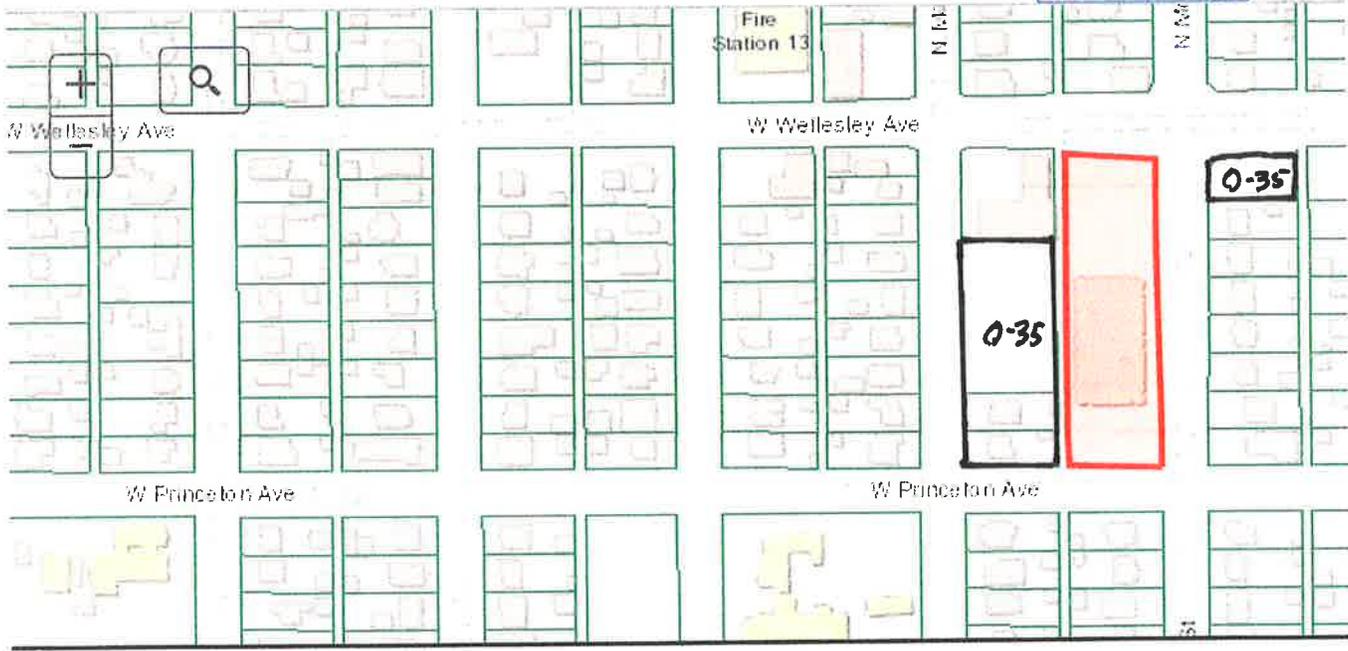
Property Info

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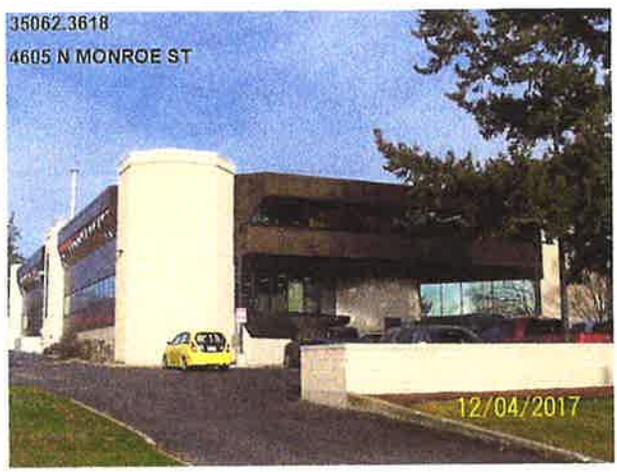
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Measure More Info



Tax Parcels Districts Permits Zoning

PROPOSED ZONES



Site Address and Owner Info

Most-Recent Sale

Click on the image to view larger

Property Info

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From: dhume@spokane-landuse.com
Sent: Monday, October 29, 2018 10:51 AM
To: 'Jeff Zabinski'; 'gillflah@comcast.net' ←
Subject: Another annual amendment coming your way
Attachments: DOE General Application Annual Amendment.doc

North Hill NC contacts
(THB)

Jeff: As you may have heard, the Department of Ecology is expanding their facilities at their Monroe and Wellesley location. In this instance, they acquired the two remaining houses within their block located at the NEC of Madison and Princeton. These will be removed and the emergency response equipment will finally be relocated to that site. In addition, the DOE is improving the parking lots and adding one directly south of the existing office building along the ally and Princeton. That project will be finished by June 30 of 2019. The other storage building won't happen until the spring of 2020 pending the approval of the Office designation.

As you know, the City requires us to interface and go over the application. I could meet (if there's room on your agenda on the November 8th date, or the December 13th date. Let me know what works for you.

Regards

Dwight J Hume

Land Use Solutions and Entitlement
9101 N Mt. View Lane
Spokane WA 99218
509-435-3108

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Comprehensive Plan Amendments

Full Review
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Z18-884COMP DOE

MAR 11 2019

Full Review & Fees for Applications approved for Annual Amendment Work Program:

**Neighborhood and
Planning Services**

This "Full Review" application and full payment of fees is required to be completed and filed with City of Spokane within 15 days of council action by all applicants when proposals have been added to the "Annual Comprehensive Plan Amendment Work Program" by City Council Resolution.

Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your applications chances of being reviewed during this amendment cycle. Answers to these questions will assist in review of the criteria in SMC 17G.020.030.

1. Describe the nature of the proposed amendment and explain if there is any change from the early threshold review application. *The applicant needs the subject parcels changed to Office from Residential 4-10 to accommodate a storage facility for emergency response equipment. The Docketing Committee and Council recommended that the parcel located at the SE corner of Monroe and Wellesley not be included in the cross-over to Office to prevent a trend to Office within that block.*
2. How will the proposed change provide a substantial benefit to the public? *The current storage of this emergency response equipment is located off campus in Airway Heights, imposing a delayed response from the home office to the incident.*
3. Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies. *The application is consistent with the Comprehensive Plan as the existing adjacent facility for DOE is zoned Office.*
4. Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies. *The proposal is consistent with GMA and other applicable state and federal guidelines.*
5. Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and

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provide supporting documents, reports or studies. *The proposal is consistent with CWPP and existing adopted land use policies.*

6. Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan? Are there other infrastructure implications that may be relevant given the review criteria in SMC 17G.020.030(C)? *No*
7. Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulation. *No*

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Project Narrative Summary

Department of Ecology Map Amendment

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The Department of Ecology has purchased the remaining two homes located on the block where the DOE has headquartered in Spokane. Except for a “C” store located at the NW corner of the block, DOE will now have the rest of the block for their use.

These houses are located at the NEC of Princeton and Madison and are addressed as 4502 and 4508 N Madison. The purpose of this request is to enable DOE to relocate their emergency response equipment currently being stored in west Spokane near the waste to energy plant. The project would replace the houses with an accessory structure for said storage. Budgeting has been approved and is subject to this zone change prior to permitting, which is now delayed until the spring of 2020, pending the procedural completion of this annual amendment.

In addition, the DOE will improve the existing on-site parking lots. Those improvements are scheduled for completion by June 30, 2019. A schematic site plan is included showing the proposed parking lot locations and a proposed preliminary site plan of the storage facility.

Finally, as part of the annual amendment, the parking lots that are currently under the approval of a special permit, will be upgraded to the O-35 zone to bring these parcels into compliance with the comprehensive plan and remove the non-conforming classification of said lots. Except that, during the Docketing Committee review, the committee recommended that the DOE parking lot located separately on the SEC of Monroe and Wellesley, be left as an RSF/Special Permit parking area so as to avoid future Office expansion within that block.

End of Narrative

Section 17G.020.030
Final Review Criteria

Neighborhood and
Planning Services

18-884COMP DOE

A. Regulatory Changes.

Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.

No changes to GMA or environmental regulations are known to affect the proposed amendment. Accordingly, the proposed amendment is consistent with applicable GMA and environmental regulations.

B. GMA.

The change must be consistent with the goals and purposes of the state Growth Management Act.

The proposal is consistent with the adopted goals and policies of the Comprehensive Plan. That document has the same internal compliance requirement. Therefore, this meets the GMA requirements.

C. Financing.

In keeping with the GMA's requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.

No new infrastructure improvements will be triggered by this proposal. All expenses associated with this proposal are on site and privately funded.

D. Funding Shortfall.

If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.

No impacts will occur to require a shortfall to service levels from this proposed amendment.

E. Internal Consistency.

1).The requirement for internal consistency pertains to the comprehensive plan as it relates to all of its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For

example, changes to the development regulations must be reflected in consistent adjustments to the goals or policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.

The proposed expansion of the existing Office designation is inconsequential to the internal and applicable plans and programs of the City of Spokane.

2). If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.

Not Applicable

F. Regional Consistency.

All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts

The expansion of the existing Office designation is not consequential to Regional Consistency.

G. Cumulative Effect.

All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures

1) Land Use Impacts.

In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action

The proposed amendment of 1.02 acres within an existing city block that is trending toward Office, has no cumulative land use impacts.

2) Grouping.

Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.

This proposal has no effects on land use type or geographic area. It is bringing the entire DOE complex of on-site operations into zoning compliance.

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H. SEPA.

SEPA review must be completed on all amendment proposals and is described in chapter [17E.050](#)

1. Grouping.

When possible, the SEPA review process should be combined for related land use types or affected geographic sectors in order to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.

The applicant is unaware of other pending applications. Notwithstanding, this expansion of an existing Office designation has insignificant cumulative impacts

2. DS.

If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle in order to allow adequate time for generating and processing the required environmental impact statement (EIS) *Not Applicable*

I. Adequate Public Facilities

The amendment must not adversely affect the City's ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies

The proposal has no impacts upon citywide services.

J. UGA.

Amendments to the urban growth area boundary may only be proposed by the city council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County: *Not Applicable*

K. Demonstration of Need.

1) Map Changes.

Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:

- a. The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);

Office designations are allowed when trending and expanding from an existing Office designation, or when used to make a common use and site consistent in zoning.

- b. The map amendment or site is suitable for the proposed designation;

As stated in "a" above, a common zone for a common use within a common site is appropriate.

- c. The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.

The current map designation recognizes former single-family zones and uses. The ownership is now the DOE and their common operations of Office, parking and storage, thus eliminating some non-conforming uses for parking and accommodating a storage facility for emergency response equipment and supplies. The removal of the two remaining houses within this block is entirely suitable.

2) Rezones Land Use Plan Map Amendments *If approved, the corresponding zone would be O-35 and this would bring all of the DOE ownership within the block to an O-35 zone and eliminate the non-conforming special permit on-site parking lots.*

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**Neighborhood and
Planning Services**

Environmental Checklist

File No. Z18-884COMP

Purpose of Checklist:

The State Environmental Policy Act (SEPA) chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An Environmental Impact Statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

Instructions for Applicants:

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Use of checklist for nonproject proposals:

Complete this checklist for nonproject proposals, even though questions may be answered "*does not apply*."

IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (Part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.

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A. BACKGROUND

1. Name of proposed project, if applicable: Department of Ecology Annual Amendment
2. Name of applicant: Department of Ecology
3. Address and phone number of applicant or contact person: Dwight Hume
9101 N Mt. View Lane, Spokane WA 99218, 509-435-3108
4. Date checklist prepared: October 2018
5. Agency requesting checklist: City of Spokane Planning Services
6. Proposed timing or schedule (including phasing, if applicable): Upon
Completion of this amendment and zone change, spring 2020.
7. a. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. Yes, the existing parking lots will be upgraded, and a new parking lot added within the current Office designation located south of the existing DOE Office building.
b. Do you own or have options on land nearby or adjacent to this proposal? If yes, explain. No
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to his proposal. Non-project action. To be determined at time of building permit.
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. Yes, parking lot improvements as stated above.

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10. List any government approvals or permits that will be needed for your proposal, if known. **Amend designation to Office, zone change to O-35; building permits, landscape plan approval; drainage plan review and approval.** _____

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. **Change designation to Office at 4502 and 4508 N Madison; convert to accessory structure to store emergency response equipment for DOE.** _____

12. Location of the proposal. Give sufficient information to a person to understand the precise location of your proposed project, including a street address, if any, and section, township and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit application related to this checklist. **The existing houses are located at the NEC of Madison and Princeton.** _____

13. Does the proposed action lie within the **Aquifer Sensitive Area (ASA)? The General Sewer Service Area? The Priority Sewer Service Area? The City of Spokane?** (See: Spokane County's ASA Overlay Zone Atlas for boundaries.) _____

14. The following questions supplement Part A.

a. Critical Aquifer Recharge Area (CARA) / Aquifer Sensitive Area (ASA)

(1) Describe any systems, other than those designed for the disposal of sanitary waste, installed for the purpose of discharging fluids below the ground surface (includes systems such as those for the disposal of stormwater or drainage from floor drains). Describe the type of system, the amount of material to be disposed of through the system and the types of material likely

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to be disposed of (including materials which may enter the system inadvertently through spills or as a result of firefighting activities).

Non-project action. To be determined at time of building permit. _____

- (2) Will any chemicals (especially organic solvents or petroleum fuels) be stored in aboveground or underground storage tanks? If so, what types and quantities of material will be stored?

Non-project action. To be determined at time of building permit. _____

- (3) What protective measures will be taken to insure that leaks or spills of any chemicals stored or used on site will not be allowed to percolate to groundwater. This includes measures to keep chemicals out of disposal systems.

Non-project action. To be determined at time of building permit. _____

- (4) Will any chemicals be stored, handled or used on the site in a location where a spill or leak will drain to surface or groundwater or to a stormwater disposal system discharging to surface or groundwater?

Non-project action. To be determined at time of building permit. _____

b. Stormwater

- (1) What are the depths on the site to groundwater and to bedrock (if known)?

Non-project action. To be determined at time of building permit. _____

- (2) Will stormwater be discharged into the ground? If so, describe any potential impacts?

Non-project action. To be determined at time of building permit. _____

TO BE COMPLETED BY APPLICANT

B. ENVIRONMENTAL ELEMENTS

Evaluation for
Agency Use
Only

1. Earth

- a. General description of the site (circle one): **flat, rolling, hilly, steep slopes, mountains, other.** _____

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b. What is the steepest slope on the site (approximate percent slope)? N/A

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime farmland. **Non-project action. To be determined at time of building permit.**

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. **Non-project action. To be determined at time of building permit.**

e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill: **Non-project action. To be determined at time of building permit.**

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. **Non-project action. To be determined at time of building permit.**

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? **Non-project action. To be determined at time of building permit.**

h. Proposed measures to reduce or control erosion or other impacts to the earth, if any: **Non-project action. To be determined at time of building permit.**

Evaluation for
Agency Use
Only

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2. Air

- a. What type of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial, wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known. _____

Non-project action. To be determined at time of building permit. _____

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. _____

No _____

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:

Non-project action. To be determined at time of building permit. _____

Evaluation for
Agency Use
Only

3. Water

- a. SURFACE:

- (1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

N/A _____

- (2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. **N/A** _____

- (3) Estimate the amount of fill and dredge material that would be placed in or removed from the surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

N/A _____

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-
- (4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

N/A

- (5) Does the proposal lie within a 100-year floodplain? ____ If so, note location on the site plan.

N/A

- (6) Does the proposal involve any discharge of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

N/A

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b. GROUND:

- (1) Will groundwater be withdrawn, or will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

Non-project action. To be determined at time of building permit.

- (2) Describe waste material that will be discharged into the ground from septic tanks or other sanitary waste treatment facility. Describe the general size of the system, the number of houses to be served (if applicable) or the number of persons the system(s) are expected to serve.

Non-project action. To be determined at time of building permit.

c. WATER RUNOFF (INCLUDING STORMWATER):

- (1) Describe the source of runoff (including stormwater) and method of collection and disposal if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

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Non-project action. To be determined at time of building permit. _____

- (2) Could waste materials enter ground or surface waters? If so, generally describe.

Non-project action. To be determined at time of building permit. _____

- d. PROPOSED MEASURES to reduce or control surface, ground, and runoff water impacts, if any.

Non-project action. To be determined at time of building permit. _____

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4. Plants

- a. Check or circle type of vegetation found on the site:

_____ Deciduous tree: *alder, maple, aspen, other.*

_____ Evergreen tree: *fir, cedar, **pine**, other.*

_____ **Shrubs**

_____ **Grass**

_____ Pasture

_____ Crop or grain

_____ Wet soil plants, *cattail, buttercup, bullrush, skunk cabbage,*
other.

_____ Water plants: *water lilly, eelgrass, milfoil, other.*

_____ Other types of vegetation.

- b. What kind and amount of vegetation will be removed or altered? **Non-project action. To be determined at time of building permit.** _____

- c. List threatened or endangered species known to be on or near the site. **None** _____

- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if

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any: **Non-project action. To be determined at time of building permit.** _____

5. Animals

a. Circle any birds and animals which have been observed on or near the site are known to be on or near the site:
birds: *hawk, heron, eagle, **songbirds**, other.* _____
mammals: *deer, bear, elk, beaver, other.* _____
fish: *bass, salmon, trout, herring, shellfish, other.* _____
other: _____

b. List any threatened or endangered species known to be on or near the site.
None _____

c. Is the site part of a migration route? If so, explain. _____
No _____

d. Proposed measures to preserve or enhance wildlife, if any:
None _____

6. Energy and natural resources

a. What kinds or energy (electric, natural gas, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. **Non-project action. To be determined at time of building permit.** _____

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. _____
Non-project action. To be determined at time of building permit. _____

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- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

Non-project action. To be determined at time of building permit.

7. Environmental health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe.

Non-project action. To be determined at time of building permit.

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- (1) Describe special emergency services that might be required.

Non-project action. To be determined at time of building permit.

- (2) Proposed measures to reduce or control environmental health hazards, if any:

Non-project action. To be determined at time of building permit.

- b. NOISE:

- (1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

Non-project action. To be determined at time of building permit.

- (2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

Non-project action. To be determined at time of building permit.

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- (3) Proposed measure to reduce or control noise impacts, if any:
Non-project action. To be determined at time of building permit. _____

8. Land and shoreline use

- a. What is the current use of the site and adjacent properties?
Site: S/F Dwellings, DOE Office and associated parking lots; NW: "C" Store and retail; West: Office and S/F; North: S/F and Retail; South: S/F and Church; East: S/F. _____

- b. Has the site been used for agriculture? If so, describe. **No** _____

- c. Describe any structures on the site. **SF Dwellings** _____

- d. Will any structures be demolished? If so, which? **Yes, both houses and accessory structures to be removed.** _____

- e. What is the current zoning classification of the site? **RSF** _____

- f. What is the current comprehensive plan designation of the site? **R 4-10** _____

- g. If applicable, what is the current shoreline master program designation of the site?

N/A _____

- h. Has any part of the site been classified as a critical area? If so, specify. **No** _____

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i. Approximately how many people would reside or work in the completed project?

Non-project action. To be determined at time of building permit.

j. Approximately how many people would the completed project displace? Two families

k. Proposed measures to avoid or reduce displacement impacts, if any: One renter is being relocated

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: _____

Compliance with applicable development standards

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9. Housing

a. Approximately how many units would be provided, if any? Indicate whether high, middle or low-income housing. N/A

b. Approximately how many units, if any, would be eliminated? Indicate whether high-, middle- or low-income housing. 2

c. Proposed measures to reduce or control housing impacts, if any: None

10. Aesthetics

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? Non-project action. To be determined at time of building permit.

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b. What views in the immediate vicinity would be altered or obstructed? **None** _____

c. Proposed measures to reduce or control aesthetic impacts, if any: **Compliance with applicable development standards** _____

11. Light and Glare

a. What type of light or glare will the proposal produce? What time of day would it mainly occur? **Non-project action. To be determined at time of building permit.** _____

b. Could light or glare from the finished project be a safety hazard or interfere with views? **No** _____

c. What existing off-site sources of light or glare may affect your proposal? **None** _____

d. Proposed measures to reduce or control light and glare impacts, if any: **Indirect lighting and downcasting of outdoor lighting.** _____

12. Recreation

a. What designated and informal recreational opportunities are in the immediate vicinity? **N/A** _____

b. Would the proposed project displace any existing recreational uses? If so, describe. **No** _____

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- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: None

13. Historic and cultural preservation

- a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe. No

- b. Generally describe any landmarks or evidence of historic archaeological, scientific or cultural importance known to be on or next to the site.

None

- c. Proposed measures to reduce or control impacts, if any: None

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14. Transportation

- a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any. Monroe to Princeton to Madison or Wellesley to Madison to Princeton.

- b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop? Yes

- c. How many parking spaces would the completed project have? How many would the project eliminate? Non-project action. To be determined at time of building permit.

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d. Will the proposal require any new roads or streets, or improvements to existing roads or streets not including driveways? If so, generally describe (indicate whether public or private). **No** _____

e. Will the project use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe. _____
No _____

f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak would occur. **Non-project action. To be determined at time of building permit.** _____

(Note: to assist in review and if known indicate vehicle trips during PM peak, AM Peak and Weekday (24 hours).)

g. Proposed measures to reduce or control transportation impacts, if any: **Non-project action. To be determined at time of building permit.** _____

15. Public services

a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe. _____
No _____

b. Proposed measures to reduce or control direct impacts on public services, if any: **None** _____

16. Utilities

a. Circle utilities currently available at the site: **electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other.** _____

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- b. Describe the utilities that are proposed for the project, the utility providing the service and the general construction activities on the site or in the immediate vicinity which might be needed. **Non-project action. To be determined at time of building permit.**

C. SIGNATURE

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency must withdraw any determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 10/29/18 Signature: 

Please Print or Type:

Proponent: Dwight Hume Address: 9101 N Mt. View Lane

Phone: 509-435-3108 Spokane WA 99218

Person completing form (if different from proponent): Same Address: _____

Phone: _____

FOR STAFF USE ONLY

Staff member(s) reviewing checklist: _____

Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:

- A. there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.
- B. probable significant adverse environmental impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.
- C. there are probable significant adverse environmental impacts and recommends a Determination of Significance.

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D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

(Do not use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage or release of toxic or hazardous substances; or production of noise?

Non-project action. To be determined at time of building permit. _____

Proposed measures to avoid or reduce such increases are:

Non-project action. To be determined at time of building permit. _____

2. How would the proposal be likely to affect plants, animals, fish or marine life?

None _____

Proposed measures to protect or conserve plants, animals, fish or marine life are:

None _____

3. How would the proposal be likely to deplete energy or natural resources?

No impacts _____

Proposed measures to protect or conserve energy and natural resources are:

None _____

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, flood plains or prime farmlands?

No

Proposed measures to protect such resources or to avoid or reduce impacts are:

None

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposal will not affect adjacent land use because of the existing land use pattern and/or separation from other S/F uses by streets.

Proposed measures to avoid or reduce shoreline and land use impacts are:

Development per applicable development standards of the City of Spokane.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

No impacts

Proposed measures to reduce or respond to such demand(s) are:

None

7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment.

No conflicts with other state or federal regulations.

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C. SIGNATURE

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency may withdraw any Determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 10/29/18 Signature: D. Hume

Please Print or Type:

Proponent: Dwight Hume Address: 9101 N Mt. View Lane

Phone: 509-435-3108 Spokane WA 99218

Person completing form (if different from proponent): _____

SAME Address: _____

Phone: _____

| |
|---|
| <p>FOR STAFF USE ONLY</p> <p>Staff member(s) reviewing checklist: _____</p> <p>Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:</p> <p>A. <input type="checkbox"/> there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.</p> <p>B. <input type="checkbox"/> probable significant adverse impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.</p> <p>C. <input type="checkbox"/> there are probable significant adverse environmental impacts and recommends a Determination of Significance.</p> |
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NONPROJECT DETERMINATION OF NONSIGNIFICANCE

FILE NO(S): Z18-884COMP

PROPONENT: Washington State Department of Ecology (Agent: Dwight Hume, Land Use Solutions and Entitlement)

DESCRIPTION OF PROPOSAL: This proposal is to change parcels 35062.3609, 35062.3610, and 35062.3619 from "Residential 4-10 Land Use" and RSF zoning to "Office Land Use" and O-35 zoning (same as adjacent parcel to the east). The subject parcels are approximately 37,000 square feet (0.85 acre) total. No specific development proposal is being approved at this time.

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:

The subject site is three parcels located on the northeast corner of North Madison Street and West Princeton Avenue, (4502-4508 N Madison St and 4601 N Monroe St / parcels 35062.3609, 35062.3610, and 35062.3619). The concerned property totals approx. 37,000 square feet (0.85 acre).

Legal Description: Lots 10 through 15 of Block 36, Monroe Park Addition in the City of Spokane, County of Spokane, Washington State.

LEAD AGENCY: City of Spokane

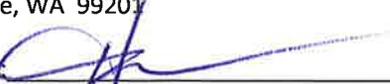
The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

- There is no comment period for this DNS.
- This DNS is issued after using the optional DNS process in section 197-11-355 WAC. There is no further comment period on the DNS.
- This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). Comments regarding this DNS must be submitted no later than 5 p.m. on September 10, 2019 if they are intended to alter the DNS.

Responsible Official: Heather Trautman

Position/Title: Director, Planning Services **Phone:** (509) 625-6300

Address: 808 W. Spokane Falls Blvd., Spokane, WA 99201

Date Issued: August 27, 2019 **Signature:** 

APPEAL OF THIS DETERMINATION, after it has become final, may be made to the City of Spokane Hearing Examiner, 808 West Spokane Falls Blvd., Spokane WA 99201. The appeal deadline is Noon on September 18, 2019 (21 days from the date of the signing of this DNS). This appeal must be on forms provided by the Responsible Official, make specific factual objections, and be accompanied by the appeal fee. Contact the Responsible Official for assistance with the specifics of a SEPA appeal.

MEMORANDUM



DEVELOPMENT SERVICES CENTER

DATE: April 23, 2019

TO: Nathan Gwinn, Assistant Planner

FROM: *Ewb*
Eldon Brown, P.E., Principal Engineer – Development Services Center

File No: Z18-884COMP

SUBJECT: Comprehensive Plan Land Use Plan Map Amendment – 4502-4508 N Madison St and 4601 N Monroe St (Department of Ecology) change from RSF to O-35

APPLICANT: Department of Ecology, C/O Fran Huntington, Facilities Manager

Comp Plan Amendment Comments

1. Currently, no conflicts with city utilities (sewer and water) are foreseen by a land use zoning change as per this proposal. Sewer and Water is available in the area. Future development will require a review of existing public water and sewer before concurrency for the development is reached.
2. Compliance to SMC 17.060D *Stormwater Facilities* is required and will be reviewed at the time of development application(s).

cc: Development Services File
Kris Becker, P.E., Manager, Development Services
Mike Nilsson, P.E., Senior Engineer, Development Services
Patty Kells, Traffic Engineering Assistant, Development Services