REQUEST FOR COMMENTS
East 5th Ave Townhomes – Preliminary Short Plat
FILE NO. Z24-057PSP

Date: January 23, 2024
To: Interested Parties, City Departments and Agencies with Jurisdiction.
   (Distribution list on reverse side)
From: Tavis Schmidt, Assistant Planner II
   808 West Spokane Falls Boulevard
   Spokane, WA 99201 or call (509) 625-6646
   tschmidt@spokanecity.org
Subject: East 5th Ave Townhomes Preliminary Short Plat – Request for Comments

Applicant/ Agent: Randy Palazzo
   c/o Urban Empire Homes LLC
   23403 E. Mission Ave #207
   Liberty Lake, WA 99019
Owner: 3 Amigos, LLC
   2020 E. 18th Ave
   Spokane, WA 99203
File Number: Z24-057PSP

Location Description: The proposal is located at 2607 & 2611 E. 5th Ave., Parcels 35211.3514 & 35211.3515, NE 1/4, SEC. 21, T. 25 N., R. 43 E., W.M.

Description of Proposal: The owner is proposing to divide parcels 35211.3514 & 35211.3515 addressed as 2607 & 2611 E. 5th Ave., into 5 lots for the purpose of creating lots for new townhome development. The applicant has stated the intent to construct a 5-unit townhouse on the existing site, with each unit on its own lot. The five vacant lots will have alley access and frontage on East 5th Avenue. Please note that pursuant to SMC 17G.080.040 this proposed plat qualifies for “minor engineering review” with the City of Spokane. Following the agency review period for this “minor engineering review plat,” a decision will be issued. Please be advised that there is no public comment period for this “minor engineering review plat.” This is your only opportunity to comment on this proposal.

Legal Description: 21-25-43: Portions of LOTS 10&11, BLOCK 17 OF UNION PARK ADDITION. (See Planning for full description)
SEPA: This proposal is categorically exempt.

Current Zoning: Residential 2 (R2)

REPORT NEEDED BY: 5 P.M. February 6th, 2024. If additional information is required in order for your department or agency to comment on this proposal, please notify Planning and Development as soon as possible so that the application processing can be suspended while the necessary information is being prepared. Under the procedures of SMC 17G.061, this referral to affected departments and agencies is for the following:
   1) The determination of a complete application. If there are materials that the reviewing departments and agencies need to comment on this proposal, notice of such must be provided to the applicant;
   2) Provides notice of application;
   3) Concurrency Testing, please note one of the following:
      a) (✓) This application is subject to concurrency and agency is required to notify this department that applicant meets/fails currency; OR
      b) ( ) This application is exempt from concurrency testing but will use capacity of existing facilities.

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

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

** - Please forward your comments to Patty Kells, Planning and Development at least 2 working days before the “Report needed by” date shown on the front page.
**DISTRIBUTION LIST FOR COMMENTS**

**PROJECT NAME:** “East 5th Avenue Townhomes Preliminary Short Plat”  
**FILE No.: Z24-057PSP**

### E-mail Copies

<table>
<thead>
<tr>
<th>City Departments</th>
<th>Washington State Agencies</th>
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| • Asset Management, Attn: Dave Steele  
• Building Department, Attn: Dermott Murphy  
• City Attorney, Attn: James Richman  
• City Treasurer & City Taxes & Licenses  
• Code Enforcement, Attn: Luis Garcia  
• Construction Management, Attn: Joel Graff* **  
• Engineering Services, Attn: Dan Buller* **  
• Fire Dept., Attn: Dave Kokot *  
• GIS, Attn: Steven Allenton  
• Historic Preservation, Attn: Megan Duvall  
• Integrated Capital Management, Attn: Marcia Davis* **  
• Integrated Capital Management, Attn: Kevin Picanco * **  
• Library Services, Attn: Dana Dalrymple*  
• Neighborhood Services, Attn: ONS Team  
• Parks Dept., Attn: Garrett Jones*  
• PIES, Attn: Lori Kinneir & Johnathan Bingle  
• Planning & Development, Attn: Tami Palmquist  
• Planning & Development, Attn: Eldon Brown**  
• Planning & Development, Attn: Patty Kells*  
• Planning & Development, Attn: Spencer Gardner  
• Planning & Development, Attn: Dean Gunderson  
• Planning & Development, Attn: Mike Nilsson**  
• Planning & Development, Attn: Planning Review  
• Planning & Development, Attn: Erik Johnson  
• Planning & Development, Attn: Joelle Eliason  
• Police Department, Attn: Sgt Chuck Reisenauer*  
• Public Works, Attn: Marlene Feist  
• Solid Waste, Attn: Scott Windsor  
• Solid Waste, Attn: Rick Hughes*  
• Street Operations, Attn: Inga Note**  
• Wastewater Management, Attn: Mike Morris**  
• Wastewater Management, Attn: William Peacock**  
• Wastewater AWWTP, Attn: Mike Costner**  
• Water Department, Attn: Dan Kegley**  
• Water Department, Attn: Jim Sakamoto** | • Department of Natural Resources, Attn: Dave Harsh  
• Department of Natural Resources Aquatics  
• Department of Natural Resources, Attn: SEPA Center  
• Department of Commerce, Attn: Ben Serr  
• Department of Archaeology & Historic Preservation, Attn: Gretchen Kaehler  
• Department of Ecology, Attn: Environmental Review Section  
• Department of Ecology, Attn: Matt Fischer  
• Department of Ecology, Eastern Region, Attn: David Moore, Wetlands/Shoreline  
• Department of Transportation, Attn: Char Kay  
• Department of Transportation, Attn: Greg Figg  
• Department of Fish & Wildlife, Attn: Habitat Program |

### County Departments

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

|  
| • American Medical Response, Attn: Lori Koch  
• U.S. Army corps of Engineers, Attn: Jess Jordan  
• Avista Utilities, Attn: Larissa Pruit  
• Avista Utilities, Attn: Denise Marsh  
• Avista Utilities, Attn: Christina Janssen  
• Avista Utilities, Attn: Sherri Mattocks  
• City of Spokane Valley Planning, Attn: Lori Barlow  
• City of Spokane Valley Planning, Attn: Mike Basinger  
• District 81 Capital Projects, Attn: Candy Johnson  
• Mead School District Facilities & Planning, Attn: Ned Wendle  
• Spokane Aquifer Joint Board, Attn: Erin Casci  
• Spokane Aquifer Joint Board, Attn: Tonii Heison  
• Spokane Transit Authority, Attn: Gordon Howell  
• Spokane Transit Authority, Attn: Mike Hynes  
• Spokane Transit Authority, Attn: Kathleen Weinand  
• Spokane Tribe of Indians, Attn: Jacki Corley  
• Spokane Regional Transportation Council, Attn: Kevin Wallace  
• Williams Northwest Pipeline, Attn: Michael Moore  
|  
| • U.S. Postal Service, Attn: Postmaster  
• Spokane Tribe of Indians, Attn: Randy Abrahamson (NE 1/4, SEC. 21, T. 25 N., R. 43 E., W.  |