



Pre-Development Conference Notes

Project Name: Eagle Ridge Greens

To: Todd Whipple
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From: Tami Palmquist, Facilitator

Phone: 509-625-6157

Project Name: Eagle Ridge Greens
Permit No.: B20M0073PDEV
Site Address: 5840 S Meadow Lane Rd
Parcel No.: 34064.0034
Meeting Date: Thursday, July 16, 2020

Thank you for attending a Pre-Development meeting with the City of Spokane. Below are notes summarizing the information that was presented to you at your meeting on Thursday, July 16, 2020. These notes are broken down into three sections:

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

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

Project Information:

- A. Project Description: Preliminary Plat
- B. Scope and Size: The scope of work includes development of a site for future construction of single family residential buildings constructed under the International Residential Code (IRC). The construction type was not noted, and is assumed to be Type VB.
- C. Special Considerations: Wetland and connection to Hwy 195
- D. Estimated Schedule: Soon

E. Estimated Construction Cost: TBD

Section 1 – Comments Specific to the Building

Dermott Murphy - Building Official (509-625-6142):

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

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

1. Setbacks for Primary Structures- *SMC 17C.110.220*
 - a. Front – 15 Feet, living space
 - b. Front – 20 Feet, Garage
 - c. Side – 5ft on both sides
 - d. Rear – 25 feet
2. Lot Coverage- *SMC 17C.110.210*
 - a. 2,250 sq. ft. +35% for portion of lot over 5,000 sq. ft. maximum lot coverage for all structures on each site
3. Height- *SMC 17C.110.215*
 - a. Maximum Wall Height – 25 Feet
 - b. Maximum Roof Height – 35 feet

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

1. Construction and demolition shall be conducted in accordance with IFC Chapter 33 and NFPA 241.
2. The buildings are not required to have fire sprinklers if site access and site fire flow are compliant with the Fire Code.
3. The buildings are not required to have a fire alarm system. Smoke and carbon monoxide detection is required.
4. Address numbers or other approved signs are required to be provided on the buildings in a visible location (IFC 505).

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

1. The Spokane Regional Health District has no requirements for this project.

Section 2 – Comments Specific to the Site

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

1. **This proposal will require a preliminary long plat.**
2. **SEPA will be required for this application and can be processed with the Preliminary Plat Application.**
3. **A Plat will require a community meeting prior to submitting an application to planning.**
4. **This preliminary long plat will require a Critical Areas Checklist.**

5. **This preliminary long plat will require a Wetland delineation be completed by a qualified biologist.**
6. **Structural Setbacks from Buffers.** Unless otherwise provided, buildings and other accessory structures shall be set back a distance of ten feet from the edges of all delineated critical area buffers protecting fish and wildlife habitat conservation and wetland protection areas. The director may reduce the structural setback limit by up to five feet if construction, operation and maintenance of the building do not create a risk of negative impacts on the adjacent buffer area. Approval of a reduction of the structural setback from the buffer line shall be provided in writing by the director. The following uses may be allowed in the structural setback area:
 - a. **Landscaping.**
 - b. **Uncovered decks.**
 - c. **Roof eaves and overhangs, maximum of twenty-four inches.**
 - d. **Pervious unroofed stairways and steps.**
 - e. **Impervious ground surfaces, such as driveways and patios.**
7. Separated sidewalks with street trees will be required for all new streets.
8. Street layout shall provide for future extension of streets into areas which are presently not subdivided. Blocks shall not be longer than 600'. The addition of connection roads will need to be adjusted to provide access to future development.
9. **Transition Site Size:** 17C.110.200.C - for sites two acres of greater, transition lot sizes are required to be included as a buffer between existing platted land and new subdivisions. Lots proposed within the initial 80ft of the subject property are required to transition lot sizes based on averaging
 - a. Transitioning is only required of properties adjacent to or across the ROW from existing residential development. "Existing Residential Development" in this section shall mean existing lots created through subdivision of short plat.
 - b. Lot size in the transition area is based on the averaging of the existing lot size in subdivisions adjacent to or across the street from the subject property. Lots greater than 11,000 square feet are not counted in the averaging.
 - c. If the existing average lot size is greater than 7,200 square feet, than the lot size in the transition area can be no less than 7,200 square feet.
 - d. If the subject site shares boundaries with more than one subdivision, the minimum lot size in the transition area shall be based on the average lot sizes along each boundary. When two boundaries meet the lot size shall be based on the larger of the two boundaries.
 - e. If the subject site shares a boundary with property zoned other than RA or RSF, then there are no transition requirements along that boundary.
 - f. After the first set of lots in the in transition area, lot sizes may be developed to the minimum lot size of the base zone (4,350)

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

1. **A trip generation and distribution letter is required with review of the SEPA for the entire plat. An operational analysis may be required after reviewing the TGDL.**
2. Frontage improvements are required to include City standard pavement sections, curb, separated sidewalk with street trees, wheelchair ramps, and street stormwater design. Turnarounds are required for all streets without connectivity to another street.
3. Adequate access and maneuvering for refuse/emergency vehicles is required per the City Standards and must be maintained during construction.
4. All unused driveways must be removed and replaced with City standard curb and sidewalk and noted on the demolition plan. Any new or modified driveway access locations must be reviewed and approved by Traffic Engineering prior to permit issuance.

5. Maintain clear view at intersections, pedestrian ways, and driveways. Please add 50' x 50' clear view triangle at the corner to verify there are no conflicts.
6. Regional pavement cut policy will be applicable. Confine illumination lighting to the site.
7. *"The City shall collect impact fees, based on the schedules in SMC 17D.075.180, or an independent fee calculation provided for in SMC17D.075.050, from any applicant seeking development approval from the City."* A transportation impact fee will be assessed for each SFR/cottages proposed in the South Service Area calculated at \$1,160.64/dwelling + \$50.00 admin fee = **\$1,210.64 per dwelling**. This fee must be paid with the other permit fees prior to issuance of the building permit.

Inga Note – Senior Traffic Planning Engineer (509-625-6331):

1. A U-shaped public street loop would be preferable to a single exit. It would help the operations at that S Meadow Lane/ W Meadow Lane intersection.
2. Provide a stub to the property to the 7 acre Delcambre property to the west. It won't have access from the Patrick Cooper project due to topography, and the existing access to that parcel is through a 15' sliver of land.
3. The northern street should be pushed up to the property line. It's too close to the intersection. If it's on the property line they could probably narrow the road section to 28' and have parking on one side.



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

1. Based on our records, there are two 4-inch services connections to this site. Services no longer in used must be terminated at the property line and sealed with a waterproof cap. The sewer cards are attached.
2. A sewer capacity analysis is required for the full build out condition.

3. New residential side sewers may be 4 inch diameter while commercial side sewers shall be at least six inches in diameter. All side sewers shall be PVC pipe, have a minimum slope of two percent and 3.5 feet of cover where vehicular traffic passes over, two feet minimum in other areas. The tap must be in the mainline, not to a manhole. Sewer and Water separation requirements are 18 inches minimum vertical, five-foot minimum horizontal. Sewer cleanouts shall be installed every 100 feet and at every angle 45 degrees or greater.
4. The project property is not located within the General Facilities Charge (GFC) Waiver Zone, so GFCs will be assessed on new service connections.
5. Stormwater design requirements can be found in the Spokane Regional Stormwater Manual (SRSM) and City of Spokane Design Standards Section 6. In general, new developments, additions, plats and binding site plans, addition or replacement of any impervious surface, manufactured or mobile home parks will require a geotechnical site characterization (report) and drainage report/plan. Please include a detailed Site Plan or Civil Plans, which show and clearly delineate existing and proposed sewer, water, drainage structures, dry well types, swale bottom areas and property lines. Show proposed and existing pavement. The geotechnical report, drainage report and civil plan must be stamped and signed by an engineer licensed in the State of Washington.
6. Much of the site is identified as having hazardous geology and a portion in the southeast corner as having erodible soils. A geohazard evaluation and preliminary report are required.
7. Combining landscape and stormwater treatment areas per Washington State Department of Ecology (DOE) low impact development (LID) guidelines is allowed. The link to DOE LID resources can be found at:
<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/LID/Resources.html>
8. Drywells and subsurface drainage galleries shall be located a minimum of 20 feet from foundations unless a recommendation from the geotechnical engineer for some distance less than twenty feet is provided. This includes foundations located on adjoining properties.
9. Any drywells and subsurface drainage galleries (existing and proposed) for the site must be shown on the plans and registered with the Washington State Department of Ecology (DOE). Please send a copy of the completed registration form to the City of Spokane Development Services Center. See the following link at the Department of Ecology (DOE) website for information about the Underground Injection Control (UIC):
<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Underground-injection-control-program>
Note all new projects must submit a UIC registration to Ecology at least 60 days prior to commencing UIC well construction. Ecology's approval of the registration is required prior to construction of a new UIC well.
10. Most land-disturbing activities require an Erosion and Sediment Control (ESC) plan. Land-disturbing activities are activities that result in a change in existing soil cover (vegetative or non-vegetative) or site topography. Land-disturbing activities include, but are not limited to, demolition, construction, clearing and grubbing, grading, and logging. An ESC plan detailing how erosion and other adverse stormwater impacts from construction activities will be handled must be submitted to the Development Services Center for review and acceptance prior to construction of said phase. See Section 9 of the SRSM for ESC requirements and applicability. The following link provides information on ESC training and certification programs: <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Certified-erosion-sediment-control>
11. Include a note stating that the Contractor is responsible for designating a location where concrete truck and equipment can be washed out. This area shall not be located near or draining into a storm drainage area, treatment area, or facility.

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

1. An approximate site fire flow (obtained from IFC Table B105.1 and Table C105.1) is 1,000 GPM with or without automatic sprinklers throughout and requires one fire hydrant for a house up to 3,600 square feet.
2. Site fire flow and the number of required fire hydrants is determined by the total fire area and the construction type using IFC Table B105.1 and Table C105.1
3. There are two existing fire hydrants in the area that meets some of the code requirements for this project. Additional fire hydrants will be required and were indicated on the plan.
4. Site fire flow will be required to be maintained or provided during construction, and no building permits will be issued until the site fire flow is installed and approved.
5. Fire hydrant spacing shall not be more than 500 feet (along an acceptable path of travel), within 500 feet of the property line for non-sprinklered buildings and 750 feet of the property line for fire sprinklered buildings (SMC 17F.080.030).
6. For International Residential Code buildings, fire hydrants are required within 600 feet of all points around the building (IFC 507.5.1, exception 1) along an acceptable path of travel. For single family residential infill projects in existing developed areas, fire hydrants are allowed to be within 500 feet of the property line along an acceptable path of travel (SMC 17F.080.321).
7. Fire Department approved all-weather access must be provided to within 150 feet of any point around the outside of a building (IFC 503.1.1). For fully sprinklered buildings, this is extended to 165 feet (IFC 503.1.1, exception 1). Dead-end roads longer than 150 feet need approved fire apparatus turn-arounds (IFC 503.2.5). Fire apparatus turning radius is 50 feet external, 28 feet internal (SMC 17F.080.030.D.3). Minimum height clearance is 13 feet-6 inches (IFC 503.2.1). Fire lanes will have a maximum slope of 10 percent (based on IFC 503.2.7).
8. Streets with a minimum clear width less than 28 feet are required to be provided with “No Parking – Fire Lane” signs on both sides of the street.
9. Streets with a minimum clear width less than 36 feet and greater than or equal to 28 feet are required to be provided with “No Parking – Fire Lane” signs on one side of the street.
10. Single family and duplex residential developments that exceed 30 dwelling units on any single road are required to have a second fire access road (IFC D107.1). A second access is indicated and will need to be maintained at all times (i.e.: snow removal).
11. The proposal appears to meet the requirements for fire access as required in the Fire Code.
12. Fire access will be maintained during construction. The fire lanes will be maintained with an all-weather surface (IFC 3310.1). No building permits will be approved until the fire access is constructed and approved.

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

1. Our records show an existing one-inch copper domestic water service running to the parcel. Your engineer may determine that the existing services may need to be replaced or upsized to meet the needs of the project. If any existing services are not utilized, they must be disconnected at the main.
2. There is a 12-inch ductile iron water transmission main in Meadow Lane Rd. available for the project.
3. A hydraulic model must be performed to prove that the design meets minimum standards and to show how this project affects our water system.

4. The City of Spokane Water Department Cross Connection Control and Backflow program rules and regulations shall be followed in accordance with Washington Administrative Code (WAC 246-290-490) and the City of Spokane Municipal Code 13.04.0814.
5. This parcel falls outside of our General Facilities Connection Waiver zone, therefore, General Facilities Charges will apply if new water taps are made. See Section 13.04.2042 in the Spokane Municipal Code.
6. Calculated static water pressure is approximately 104 psi at the surrounding hydrants. Pressures exceeding 80 psi require a pressure reducing valve to be installed.
7. A utility site plan illustrating new water lines and/or services to be installed shall detail the location of new tap(s) and meter(s) prepared by a Professional Engineer licensed in the State of Washington. Water Department plan reviewers and inspectors will ensure that any new water line(s) and Service line(s) needing backflow assemblies are installed in accordance with applicable rules and regulations. Water Department Water Service Inspectors, (north side) Harry Ward (509) 625-7845, (south side) Ryan Penaluna (509) 625-7844 will review submitted plans and inspect on-site construction. Water Department Cross Connection Control Specialists, Donovan Aurand (509) 625-7968 and Lance Hudkins (509) 625-7967, will review any backflow assemblies where required.
8. Taps and meters can be purchased at Developer Services Center, located on third floor of City Hall -Spokane. Size of service(s) shall comply with International Plumbing Code. Tap, meter, and connection fees will comply with section 13.04 of SMC. Tapping of the water main and installation of new meters shall be done by City forces. All excavation and restoration is the owner's responsibility. All trenches and/or excavations must comply with current W.A.C. #296-155 part N. No City of Spokane employee will be permitted into any trench and/or excavation without proper shoring or sloping, no exceptions. Please see Water Department Rules and Regulations for information about tap and meter sizes and sewer/water separation requirements.

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

1. The project would be approved as submitted.

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

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

Section 3 – General Information and Submittal Requirements

1. Plan requirements are as shown on the attached “Commercial Application Submittal Requirements”. For the permit intake submittal, please provide an electronic copy of the **All plan sets along with reports and supporting documents**. Plan sets shall include all plans created for this project: cover sheet, architectural, structural, plumbing, mechanical, electrical, civil engineered plans, landscaping and irrigation drawings. Plans are required to be stamped and sealed by an architect, landscape architect, or engineer licensed to do business within the State of Washington. All reports and supporting documentation noted in departmental comments will also be required for the permit intake submittal (i.e. NREC, drainage report, geotechnical site characterization, critical materials list, etc.). Please note that plans may be provided in multiple logically separated files to help manage files sizes as excessively large (i.e. separated by discipline, by building vs site, etc.).

2. Please provide an electronic copy of site plans showing dimensions, **property lines, and City Limits**, relative topography, all on-street signs and street markings, any new and existing frontage improvements, all structures, on-street storm drainage facilities, sidewalks, curbs, parking calculations and dimensions, dimension existing roadway, new and existing driveways and their locations, and other relative information. Show all existing topography in the public right-of-way such as street signs, water valves, hydrants, etc. All required landscaping must be within the property lines and not in the public right-of-way.
3. An Intake Meeting handout was provided to you in your packet at the Pre-Development meeting. Please call (509) 625-6300 to schedule an Intake Meeting to submit plans for a new commercial/industrial building, an addition to an existing building, a change-of-use, or a parking lot. Appointments must be made at least 24 hours in advance and can be scheduled for Monday through Thursday.
4. Please provide a complete set of plans to Spokane Regional Health District if food and/or beverage handling business is planned.
5. If you would like a full Certificate of Occupancy on any portion of the permit prior to completion of the other phases, it is required to file separate permits for each phase. An additional \$250 fee will be assessed for a Temporary Certificate of Occupancy and/or a Temporary Certificate of Occupancy extension per SMC 8.02.031M.
6. For additional forms and information, see my.spokanecity.org.