

**REQUEST FOR COMMENTS
FILE NO. Z25-553SCUP**

Date: October 21, 2025

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

From: Steven Bafus, Planner II
808 West Spokane Falls Boulevard
Spokane, WA 99201 or call (509) 625-6312
sbafus@spokanecity.org

Subject: Habitat for Humanity Preliminary Short Plat & Shoreline Conditional Use Permit

Owner/Applicant: Habitat for Humanity Spokane
1805 E Trent Ave.
Spokane, WA 99202
509-847-8091

Agent: Storhaug Engineering c/o Morgan Will
510 E 3rd Ave.
Spokane, WA 99202
509-242-1000

File Number: Z25-553SCUP

Location Description: The subject property is located at 3028 E South Riverton Ave.— parcel no. 35103.0303. This site is within the Spokane River Shoreline Jurisdiction.

Current Zoning: Residential Multifamily (RMF)

Project description: The applicant is proposing to subdivide parcel 35103.0303 (0.33 acres), addressed as 3028 E South Riverton Ave. into five (5) lots for the purpose of constructing attached single-family dwellings on proposed lots 1-4 and a single-family dwelling on proposed lot 5. The proposal will utilize the City of Spokane Unit Lot Subdivision procedure pursuant to SMC 17G.080.065. Per SMC 17E.060, subdivisions within a Shoreline Jurisdiction are required to be processed a Shoreline Conditional Use Permit (SCUP). The proposal is location is within the 200' shoreline designation. This is a Type III application and there will be a Public Hearing in front of the City Hearing Examiner.

Legal Description: The entire legal description can be obtained through the Planning and Development Department.

SEPA: This proposal will be reviewed under the State Environmental Policy Act (SEPA). Checklist attached.

REPORT NEEDED BY: 5 P.M. November 5th, 2025. 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) (X) 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.** - Forward your comments to Steven Bafus, Developer Services at least 2 working days before the "Report needed by" date shown on the front page.

DISTRIBUTION LIST FOR COMMENTS

PROJECT NAME: "Habitat for Humanity Preliminary Short Plat & Shoreline Conditional Use Permit"
FILE No.: Z25-553SCUP

City Departments

- Asset Management, Attn: Dave Steele
- Building Department, Attn: Dermott Murphy
- City Attorney, Attn: Megan Kapaun
- City Treasurer & City Taxes & Licenses
- Code Enforcement, Attn: Luis Garcia
- Construction Management, Attn: Mark Allen* **
- Engineering Services, Attn: Kelly Heitstuman* **
- Fire Dept., Attn: Dave Kokot *
- Fire Dept., Attn: Lance Dahl *
- 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: Betsy Wilkerson & Johnathan Bingle
- Planning & Development, Attn: Tami Palmquist
- Planning & Development, Attn: Eldon Brown**
- Planning & Development, Attn: Spencer Gardner
- Planning & Development, Attn: Mike Nilsson**
- Planning & Development, Attn: Planning Review
- Planning & Development, Attn: Joelie Eliason
- Planning & Development, Attn: Dalton Kuhn
- Police Department, Attn: Ofc. Erin Raleigh*
- Public Works, Attn: Marlene Feist
- Solid Waste, Attn: Kerry Deatrich
- Solid Waste, Attn: Rick Hughes*
- Street Operations, Attn: Inga Note**
- Wastewater Management, Attn: Raylene Gennett**
- Water Department, Attn: Jeanne Finger**

County Departments

- Spokane County Public Works, Attn: Steven Forster
- Spokane County Public Works, Attn: Brenna Carveth
- Spokane County Planning Department, Attn: Scott Chesney
- Spokane County Engineering Dept., Attn: Gary Nyberg
- Spokane Regional Health District, Attn: Kasey Wilberding
- SRCAA, Attn: April Westby

Washington State Agencies

- Department of Natural Resources
- Department of Natural Resources Aquatics
- Department of Natural Resources, Attn: SEPA Center
- Department of Commerce, Attn: Ben Serr
- Department of Archaeology & Historic Preservation, Attn: James McNaughton
- Department of Ecology, Attn: Environmental Review Section
- Department of Ecology, Eastern Region, Attn: Megan Hayes, Wetlands/Shoreline
- Department of Transportation, Attn: Char Kay
- Department of Transportation, Attn: Greg Figg
- Department of Fish & Wildlife, Attn: Habitat Program

Other Agencies

- American Medical Response, Attn: Lori Koch
- U.S. Army corps of Engineers, Attn: Jess Jordan
- Avista Utilities, Real Estate Review
- Bonneville Power Administration, Attn: Amanda Raymond
- City of Spokane Valley Planning, Attn: Lori Barlow
- City of Spokane Valley Planning, Attn: Mike Basinger
- Cheney School District, Attn: Jamie Reed
- District 81 Capital Projects, Attn: Candy Johnson
- Fairchild AFB, Attn: Jeffrey Johnson
- Mead School District Facilities & Planning, Attn: Ned Wendle
- Inland Power, Attn: Connie Nelson
- Spokane Airports, Attn: Lisa Corcoran
- Spokane Aquifer Joint Board, Attn: Erin Casci
- Spokane Aquifer Joint Board, Attn: Tonilee Hanson
- Spokane Transit Authority, Attn: Gordon Howell
- Spokane Transit Authority, Attn: Mike Hynes
- Spokane Regional Transportation Council, Attn: Kevin Wallace
- Williams Northwest Pipeline, Attn: Michael Moore

Additional Electronic/Email Copies

Other Agencies

- U.S. Postal Service, Attn: Postmaster
- Spokane Tribe of Indians, Attn: Randy Abrahamson (NW ¼, SW ¼, SEC. 10, T. 25 N., R. 43 E., W.)

REQUEST FOR COMMENTS
File No.: Z25-553SCUP

COMMENTS: (Use additional sheets if necessary)

Authorized Signature

Department or Agency

Date

Concurrency Passed/Failed