

**REQUEST FOR COMMENTS  
FILE NO. Z18-266CUP3**

**Date:** March 9, 2018

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

**From:** Ali Brast, Assistant Planner  
808 West Spokane Falls Boulevard  
Spokane, WA 99201 or call (509) 625-6638  
abrast@spokanecity.org

**Subject:** **Hamilton Studios Historic Change of Use Conditional Use Permit**

**Applicant/Owner:** Don Hamilton  
1423 W Dean Ave  
Spokane, WA 99201

**File Number:** Z18-266CUP3

**Location Description:** 1427 W Dean Ave, Parcel Number: 25131.4301

**Description of Proposal:** The applicant is proposing to add a legal event center to an existing two-story building that currently operates as a photography studio and offices. The photography studio use will remain on the first floor of the building, in the hours the building is not being used as an event center. The event space is roughly 2,700 square feet. The second story is roughly 1,500 square feet of office space. Because the property is on the Historic Registry, the Spokane Municipal Code (17C.335) allows the owner to apply for a conditional use permit for a use not allowed outright by code. No site work or exterior renovations are proposed. The applicant is pursuing parking agreements with nearby surface parking lots to meet their required parking needs.

**Legal Description:** Ides Addition L1, B3

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

**Current Zoning:** O-35, Office, with a height limit of 35ft

**REPORT NEEDED BY: March 23rd, 2018 by 5:00PM.** If additional information is required in order for your department or agency to comment on this proposal, please notify Planning and Development as soon as possible so that the application processing can be suspended while the necessary information is being prepared. Under the procedures of SMC 17G.060, this referral to affected departments and agencies is for the following:

- 1) The determination of a complete application. If there are materials that the reviewing departments and agencies need to comment on this proposal, notice of such must be provided to the applicant;
- 2) Provides notice of application;
- 3) Concurrency Testing, **please note one of the following:**
  - a) ( ) This application is subject to concurrency and agency is required to notify this department that applicant meets/fails currency; OR
  - b) ( ) This application is exempt from concurrency testing, but will use capacity of existing facilities.

Under the revised procedures of SMC 17G.060, this referral to affected Departments and Agencies is to provide notice of a pending application. **THIS WILL BE THE LAST NOTICE PROVIDED TO REFERRAL DEPARTMENTS AND AGENCIES UNLESS WARRANTED.** If there are materials that the reviewing Departments and Agencies need to comment on this proposal, notice of such must be provided to the Applicant. The lack of comment by any referral agency will be considered to be acceptance of this application as Technically Complete.

**Additional Documents Provided: General Application, CUP Application, Site Plan,**

\* - 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 Patty Kells, Developer Services at least 2 working days before the "Report needed by" date shown on the front page.

## **DISTRIBUTION LIST FOR COMMENTS**

**FILE No.: Z18-266CUP3**

### **E-mail Copies**

#### **City Departments**

- Asset Management, Attn: Dave Steele
- Building Department, Attn: John Halsey
- City Attorney, Attn: James Richman
- City Treasurer: Renee Robertson
- Code Enforcement, Attn: Heather Trautman
- Construction Management, Attn: Joel Graff\* \*\*
- Engineering Services, Attn: Dan Buller\* \*\*
- Fire Dept., Attn: Dave Kokot \*
- Historic Preservation, Attn: Megan Duvall
- Integrated Capital Management, Attn: Marcia Davis\* \*\*
- Integrated Capital Management, Attn: Katherine Miller \* \*\*
- Integrated Capital Management: Scotty Allenton\* \*\*
- Library Services, Attn: Daniel Pringle\*
- Neighborhood Services, Attn: Jonathan Mallahan & ONS Team
- Parks Dept., Attn: Garrett Jones\*
- PCED, Attn: Theresa Sanders
- Planning & Development, Attn: Kris Becker
- Planning & Development, Attn: Eldon Brown\*\*
- Planning & Development, Attn: Joeline Eliason
- Planning & Development, Attn: Erik Johnson
- Planning & Development, Attn: Patty Kells\*
- Planning & Development, Attn: Lisa Key
- Planning & Development, Attn: Omar Akkari
- Planning & Development, Attn: Mike Nilsson\*\*
- Planning & Development, Attn: Tami Palmquist
- Planning & Development, Attn: Andy Schenk
- Police Department, Attn: Sgt Chuck Reisenauer\*
- Public Works, Attn: Scott Simmons
- Solid Waste, Attn: Scott Windsor
- Solid Waste, Attn: Rick Hughes\*
- Street Operations, Attn: Inga Note\*\*
- Street Operations, Attn: Bob Turner\*\*
- Street Operations, Attn: Gary Kaesemeyer\*\*
- Street Operations, Attn: Greg Martin\*\*
- Wastewater Management, Attn: Mike Morris\*\*
- Wastewater Management, Attn: William Peacock\*\*
- Wastewater AWWTP, Attn: Mike Coster\*\*
- Water Department, Attn: Dan Kegley\*\*
- Water Department, Attn: Jim Sakamoto\*\*

#### **County Departments**

- Spokane County Public Works, Attn: Scott Engelhard
- Spokane County Planning Department, Attn: John Pederson
- Spokane County Engineering Dept., Attn: Gary Nyberg
- Spokane Regional Health District, Attn: Jon Sherve
- Spokane Regional Health District, Attn: Paul Savage

- Spokane Regional Health District, Attn: Eric Meyer
- SRCAA, Attn: April Westby

#### **Washington State Agencies**

- Department of Natural Resources, Attn: Dave Harsh
- Department of Natural Resources Aquatics
- Department of Natural Resources, Attn: SEPA Center
- Department of Commerce, Attn: Dave Andersen
- Department of Archaeology & Historic Preservation, Attn: Gretchen Kaehler
- Department of Ecology, Attn: Environmental Review Section
- Department of Ecology, Attn: Jacob McCann
- Department of Ecology, Eastern Region, Attn: Jeremy Sikes, Shoreline Permit Reviewer
- 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: Karin Divens - Habitat Program

#### **Other Agencies**

- U.S. Army corps of Engineers, Attn: Jess Jordan
- Avista Utilities, Attn: Lu Ann Weingart
- Avista Utilities, Attn: Dave Byus
- Avista Utilities, Attn: Randy Myhre
- Avista Utilities, Attn: Larissa Pruitt
- Cheney School District Operations, Attn: Jeff McClure
- 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: Tonilee Hanson
- Spokane Transit Authority, Attn: Gordon Howell
- Spokane Transit Authority, Attn: Mike Hynes
- Spokane Transit Authority, Attn: Kathleen Weinand
- Spokane Tribe of Indians, Attn: Jacki Corley
- Spokane Regional Transportation Council, Attn: Ryan Stewart
- Williams Northwest Pipeline, Attn: Michael Moore

#### **Hard Copies**

#### **Other Agencies**

- U.S. Postal Service, Attn: Postmaster
- Spokane Tribe of Indians, Attn: Randy Abrahamson (Section 13, Township 25N, Range 43)

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

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Authorized Signature

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Department or Agency

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Date

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Concurrency  
Passed/Failed