



**PLANNING & DEVELOPMENT**  
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**REQUEST FOR COMMENTS**  
**Primrose Lane – Preliminary Short Plat**  
**FILE NO. Z23-052PSP**

**Date:** February 13, 2023

**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:** **Primrose Lane Preliminary Short Plat** – Request for Comments

**Applicant:** Gordon Land Surveying & Development  
Jon Gordon  
4507 N. Larch Rd.  
Spokane Valley, WA 99206

**Owner:** Dan Hill  
1045 S. Primrose Ln.  
Spokane, WA 99224

**File Number:** Z23-052PSP

**Location Description:** The proposal is located at **1045 S. Primrose Ln., Parcel 25233.0605**, SW 1/4, SEC. 23, T. 25 N., R. 42 E., W.M.

**Description of Proposal:** The owner is proposing to divide parcel 25233.0605 addressed as 1045 S. Primrose Lane into 3 lots for the purpose of retaining an existing home and creating two vacant lots for new development. The two vacant lots will have access and frontage on South Azalea Dr. 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:** SUNSET HILLS 2ND L5 B3

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

**Current Zoning:** Residential Single-Family (RSF)

**REPORT NEEDED BY: 5 P.M. February 28<sup>th</sup>, 2023.** 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.

\* - 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: "Primrose Lane Preliminary Short Plat"**  
**FILE No.: Z23-052PSP**

**E-mail Copies**

**City Departments**

- 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: Katherine Miller\* \*\*
- Library Services, Attn: Dana Dalrymple\*
- Neighborhood Services, Attn: ONS Team
- Parks Dept., Attn: Garrett Jones\*
- PIES, Attn: Lori Kinnear & 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 Gundersen
- 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\*\*

**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

**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: Ben Serr
- 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: David Moore, 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, Attn: Dave Chambers
- Avista Utilities, Attn: Connor Lange
- Avista Utilities, Attn: Eric Grainger
- Avista Utilities, Randy Myhre
- 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: 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: 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 1/4, SEC. 27, T. 25 N., R. 43 E., W.M.)

**REQUEST FOR COMMENTS**  
**File No.: Z23-052PSP**

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

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Department or Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Concurrency Passed/Failed