

September 25, 2023

Whipple Consulting Engineers, Inc.  
c/o Austin Fuller  
21 S Pines Rd  
Spokane Valley, WA 99224

RE: 3<sup>rd</sup> Review of File # Z23-117PSP – Red Band Preliminary Short Plat

Dear Mr. Fuller,

This letter is to inform you that the application materials for the above mentioned preliminary plat were found to be technically incomplete, based on a review required under Spokane Municipal Code (SMC) 17G.060.090, Determination of a Complete Application.

The following comments were received from various departments and agencies and those comments identified as items to be addressed prior to preliminary plat approval need to be addressed before this application can be considered technically complete and proceed to Notice of Application. Sections with items to be addressed now are highlighted to they stand out from other general comments, conditions, etc.

**Planning (comments updated by Melissa Owen):**

**Items to be addressed prior to preliminary plat approval.**

1. The response letter notes an attached Geotechnical Evaluation to address codes compliance with Geologically Hazardous Zones. This document does not appear to have been included with the response materials. Please submit a copy of the reference report for review.
2. The response letter references a copy of a Cultural Resource Survey to address comments from Randy Abrahamson, Spokane Tribe of Indians Historic Preservation Officer (STHPO); however, the submittal does not appear to have included the submittal. Please submit a copy of this survey for review by Randy Abrahamson.
3. Please include setbacks from the existing structure on proposed lot 1 to adjoining lots (setbacks to shared lot line with proposed lots 2 and 3). Dimensions included on the revised site plan includes only the dimension from the new structure on proposed lot 1 to the adjoining lot to the east that is not part of this application.
4. Please remove the “proposed CB-55 deliniation line from sheet PP1. This platting action does not modify the zoning designation or development requirements associated with each zone. Please retain the dashed line indicating the location of each zone based on the city’s zoning maps.

**Conditions of Approval:**

- I. Street trees will be required along all existing and proposed new public rights of way. An updated street tree plan addressing all required street trees – including those associated new public cul-de-sacs – will be requested at time of your engineering plan submittals prior to approval of the final plat. On-site landscaping will be reviewed as part of the building permit associated with development of individual parcels.
- II. Please provide a draft copy of the required perpetual shared use/access agreement for any shared facilities such as parking, stormwater, access, etc. as part of your civil plan submittals. Review, approval, and recording as appropriate will be required prior to

approval of civil plans. Any separate recorded agreements will also need to be referenced on the face of the final plat.

**Preliminary Plat General Comments:**

The following comments are general in nature and intended to assist you in the final plat and future development of the site.

- i. Build-out of the site/lots including compliance with development standards for CB and RHD zones based on the zoning designation of the particular lot. Proposed lot 3 includes both CB and RHD zones as denoted on the revised site plan. Please note that any buildings/uses proposed entirely within a specific zone will be reviewed based on that zone. Building/Uses proposed across the zoning boundary will be evaluated for compliance with the most restrictive zone (see 17A.040.010 and 17A.040.050).
- ii. Compliance with requirements associated with Geologically Hazardous Areas (17E.040) will continue to be reviewed throughout the platting and development process.
- iii. Compliance with all applicable development standards will be verified at time of permit.
- iv. We recommend that you submit your final plat materials at the time of submittal of engineering plans for infrastructure development in order to avoid conflicts across plans. While the final plat will not be approved until infrastructure improvements are completed and accepted by the City of Spokane, the review process can take place concurrently.
- v. Final Short Plat Map Requirements (Please see SMC 17G.080.040 F thru I and SMC 17G.080.050 H and 17G.080.070 B thru F for more detail as needed). A final short plat shall be submitted in the same form and with the same content as the preliminary short plat with the following exceptions or additional requirements:
  - a. A final short plat shall contain all the information required of the preliminary plat, except the following:
    - i. Show existing buildings.
    - ii. Show existing utility lines and underground structures.
    - iii. Show the topographical elevations; or
    - iv. Contain the names and addresses of adjoining landowners.
  - b. The drawing shall:
    - i. be a legibly drawn, printed or reproduced permanent map;
    - ii. if more than one sheet is required, each sheet shall show sheet numbers for the total sheets;
    - iii. have margins that comply with the standards of the Spokane county auditor;
    - iv. show in dashed lines the existing plat being replatted, if applicable;
    - v. show monuments in accordance with SMC 17G.080.020(H)(1);
    - vi. include any other information required by the conditions of approval; and
    - vii. include any special statements of approval required from governmental agencies.
- vi. The final plat shall include the signatory statements as prescribed in SMC 17G.080.040(G)(2) including the following:
  - a. Surveyor's certificate, stamp, date and signature, as follows:

The following land surveyor's certificate to be shown on each sheet of the plat: "I, \_\_\_\_\_ registered land surveyor, hereby certify the plat of \_\_\_\_\_, as shown hereon, is based upon actual field survey of the land described and that all angles, distances, and courses are correctly shown and that all non fronting lot corners are set as shown on the plat. Monuments and fronting lot

corners shall be set upon completion of the utility and street improvements.  
Signed \_\_\_\_\_(Seal)"

- b. A certification by the city treasurer, as applicable:

"I hereby certify that the land described by this plat, as of the date of this certification, is not subject to any local improvement assessments. Examined and approved, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City of Spokane Treasurer"

The certification by the planning director, as follows:

"This plat has been reviewed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ and is found to be in full compliance with all the conditions of approval stipulated in the Planning Director's approval of the preliminary plat # Z22-478PSP.

\_\_\_\_\_  
City of Spokane Planning Director"

- c. The certification by the city engineer, as follows:

"Approved as to compliance with the survey data, the design of public works and provisions made for constructing the improvements and permanent control monuments this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City of Spokane Engineer"

- d. The certification by the Spokane county treasurer, as follows:

"I hereby certify that the land described in this plat, as of the date of this certification, is not subject to any outstanding fees or assessments. Examined and approved \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Spokane County Treasurer"

- e. The certification by the Spokane county auditor on each page of the final short plat including the time, date, book and page number of the recording of the final mylar.

- f. Signature of every owner certifying that:

- i. the plat is made with the free consent and in accordance with the desires of the owners of the land;
- ii. the owners are the owners of the property and the only parties having interest in the land and is not encumbered by any delinquent taxes or assessments;
- iii. the owners adopt the plan of lots, blocks and streets shown;
- iv. owner dedicates to the City and the City's permittees the easements shown for utilities and cable television purposes.

**The following statements will be required in the dedication of the Final Plat:**

- A. If any archaeological resources, including sites, objects, structures, artifacts, and/or implements, are discovered on the project site, all construction and/or site disturbing activities shall cease until appropriate authorities, agencies, and/or entities have been notified in accordance with Chapters 27.44 and 27.53 RCW.

**Transportation (Inga Note):**

**Items to be addressed prior to Preliminary Plat Approval.**

5. It appears that there is sufficient road width to modify and/or add the proposed turn restricting curbs at both cul-de-sacs. For the curbing at proposed Elliot Place, shift the lane lines on the east and west ends to make space for the 2' curb in the center. This will narrow the Whistalks Way travel lanes to the 10.5' to 11.5' range.
6. Please revised the proposed Red Band Place cul-de-sac to include a dedication of ROW to allow for a future road stub to the east into the adjacent SFCC property.

*Note from M. Owen: Planning recommends that those portions of proposed Tract A to the south of the requested right of way be added to proposed lot 8 in order to retain the maximum number of lots under a final short plat. Depending on how who the above transportation comment is addressed the site data table and lot/tract detail will need to be updated to reflect changes for the impacted lot/tract. If this suggested solution is not feasible for this development please work with planning and engineering on an alternative solution to retain the total number of lots and tracts at a total of nine (9).*

#### **Conditions of Approval:**

- IV. The City's Bicycle Master Plan calls for a shared-use pathway along the frontage of Whistalks Way and any approval of this preliminary plat is conditioned upon implementation of the shared use path along Whitstalks Way (*M. Owen Note: Please be advised that this facility will also be identified as mitigation under SEPA*).

#### **Preliminary Plat/General Comments.**

The following comments are general in nature and intended to provide guidance during the platting and site development process.

- i. Parcels 6, 7 and 8 should have internal pathways connecting their buildings to the Whistalks Way pathway (*Note from M. Owen: Compliance with applicable codes related to pedestrian connections will be evaluated by the Development Services Center at time of permit.*).
- ii. City's impact fees are assessed at time of permit application for building permit. The fee assessed under SMC 17D.075 will be those in place at time of permit application and collected prior to the issuance of building permit for the affected lot. There is a possibility for impact fee reductions if covered bicycle parking is provided as part of new development (*Note from M. Owen: Parking requirements including applicable bicycle parking will be evaluated by the Development Services Center at time of permit along with any applicable fee reductions that may be available at time of permit for construction.*).

#### **Engineering (Erik Johnson, memo dated 09/14/23):**

#### **Items to be addressed prior to Preliminary Plat Approval.**

7. The City of Spokane has reviewed the provided Sewer & Water Analysis and has the following response.
  - a. No direct sewer connections will be allowed to the main in Whistalks Way. Connections must tie into the pump stations on either side.
  - b. Please provide Engineering with an updated conceptual water & sewer layout.
8. Please update the preliminary plat to show Red Band Place renamed as Red Band Ct.
9. Please update the preliminary plat to show Elliott Place renamed to another name not already in use. Please use Ct and the roadway type.

### **Preliminary Plat/General Comments.**

The following comments are general in nature and intended to provide guidance during the platting and site development process.

- iii. The developer will be responsible for all costs associated with design and construction of sanitary sewer improvements necessary to serve the proposed plat.
  - a. The sanitary sewer system shall be designed and constructed in accordance with City standards.
  - b. Construction plans shall be submitted to Development Services for review and acceptance. The sanitary sewer system, including individual service connections to each lot, shall be constructed and accepted for service prior to the City Engineer signing the final plat.
  - c. The City of Spokane does not allow sanitary sewer lines to cross property lines unless the sanitary sewer system is private and located in easements.
  - d. If the sanitary sewer system is private, it shall be operated and maintained by a Homeowners Association, or like entity, qualified to perform said services.
- iv. All stormwater and surface drainage generated on-site shall be disposed of on-site in accordance with SMC 17D.060 "Stormwater Facilities", the Spokane Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and, per the Project Engineer's recommendations, based on the drainage plan accepted for the final plat. Pre-development flow of any off-site runoff passing through the plat shall not be increased (rate or volume) or concentrated due to development of the plat, based on a 50-year design storm. An escape route for a 100-year design storm must be provided.
  - e. No building permit shall be issued for any lot in the plat until evidence satisfactory to the City Engineer has been provided showing that the recommendations of SMC 17D.060 "Stormwater Facilities", the Spokane Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and the Project Engineer's recommendations, based on the drainage plan accepted for the final plat, have been complied with.
  - f. Prior to construction, a grading and drainage plan shall be submitted to Development Services for review and acceptance.
  - g. An erosion / sediment control plan, detailing how dust and runoff will be handled during and after construction, shall be submitted to Development Services for review and acceptance prior to construction.
  - h. If drywells are utilized, they will be tested to insure design infiltration rates are met. A minimum factor of safety of 2 (two) will be required. In accordance with State Law, existing and proposed Underground Injection Control structures need to be registered with the Washington State Department of Ecology. Proof of registration must be provided prior to plan acceptance.
  - i. The developer will be responsible for all costs associated with design and construction of storm water improvements necessary to serve the proposed plat.
  - j. The stormwater system shall be designed and constructed in accordance with City standards.
  - k. Construction plans shall be submitted to Development Services for review and acceptance.
  - l. The City of Spokane does not allow stormwater lines to cross property lines unless the stormwater system is private and located in easements.
  - m. If the stormwater system is private, it shall be operated and maintained by a HOA, or like entity, qualified to perform said services.

- v. The developer will be responsible for all costs associated with constructing street improvements necessary to serve the proposed plat.
  - n. Street design for the plat shall include supporting geotechnical information on the adequacy of the soils underneath to support vehicular design loads.
  - o. All street identification and traffic control signs required due to this project must be installed by the developer at the time street improvements are being constructed. They shall be installed and inspected to the satisfaction of the City's Construction Management Office in accordance with City standards prior to the occupancy of any structures within the plat.
  - p. Construction plans shall be submitted to Development Services for review and acceptance.
  - q. Where the interior roadway network crosses parcels, a mutual use and access agreement will be required. The roadways must be operated and maintained by a HOA, or like entity, qualified to perform said services.
- vi. A 12-inch ductile iron and cast iron water distribution main in Whistalks Way is available to serve the project, as well as a 12-inch ductile iron main in River Ridge Boulevard.
  - r. The water system shall be designed and constructed in accordance with City standards. A pressure of 45 psi minimum at the property line is required for service connections supplying domestic flows. Pressures shall not drop below 20 psi at any point in the system during a fire situation. Pressures over 80 psi will require pressure relief valves installed at developer expense.
  - s. An electronic version (pdf) of an overall water plan and hydraulic analysis must be submitted to the Development Services Center for review and concurrence. The hydraulic analysis must include supporting calculations for domestic and fire flows per City of Spokane Design Standards.
  - t. In addition to the hydraulic analysis, construction plans shall be submitted to the Development Services Center for review and acceptance. The water system, including individual service connections to each lot, shall be constructed and accepted for service prior to the City Engineer signing the final plat.
  - u. The City of Spokane does not allow water lines to cross property lines unless the water system is private, located in easements, and master metered at the nearest public right of way line.
  - v. If the water system is private, it shall be operated and maintained by a HOA, or like entity, qualified to perform said service.
- vii. Construction plans for public street, sewer, water and stormwater systems must be designed by a Professional Engineer, licensed in the State of Washington, and submitted to Development Services for review and acceptance prior to construction.
- viii. Plan review fees for sanitary sewer, water, street, and stormwater improvements will be determined at the time of plan submittal and must be paid prior to the start of review.
- ix. The preliminary plat references easements to be recorded in separate AFN's. Easements will need to be established by the final plat or recorded separately and the AFN referenced on the final plat.
- x. Comments regarding the signalized intersection, access onto Whistalks Way, the shared-use pathway, and other traffic/transportation items will be provided by others.

**Streets (Bobby Halbig):**

Streets comments are general in nature and intended to provide guidance during the platting and site development process

- xi. Please see enclosed memo from Bobby Halbig dated September 14, 2023 (*M. Owen Note: These comment will be addressed at time of engineering plan review as applicable based on the final layout of lots, access, etc*).

### **Spokane Transit Authority (STA):**

See email from Melinda Rehfeldt dated September 1, 2023 (*M. Owen Note: Comments from STA will be addressed outside this platting action*).

- xii. Spokane Transit currently has a bus stop pair at the intersection of Whistalks Way at Randolph Rd. Please coordinate with Spokane Transit to improve this bus stop with an ADA boarding and alighting pad.
- xiii. The City of Spokane will need to review and approve these bus stop improvements. Please coordinate with Melinda Rehfeldt at [mrehfeldt@spokanettanist.com](mailto:mrehfeldt@spokanettanist.com) or (509)343-1692. Spokane Transit's bus stop standards are located here, [Bus Stop Design Standards - Spokane Transit Authority](#).
- xiv. To help facilitate access to transit keep sidewalks clear during construction to allow safe and accessible access to the pedestrian network.

### **Department of Ecology:**

- xv. Please see enclosed letter dated September 13, 2023, with Water Quality Program and General SEPA information (*M. Owen note: This letter appears to be the same/similar to the letter previously submitted by WSDOE*).

### **Spokane Tribe of Indians:**

**The following comment will need to be addressed prior to any ground disturbing activities or determining the application technically complete** (*M. Owen note: As identified by planning above, it does not appear that the referenced cultural resource survey was included in the response materials. Please forward the survey to the City for review by Randy Abrahamson. Please note that conditions placed on plat approval such as an Inadvertant Discovery Plan, etc. typically become mitigations for SEPA*).

11. 09/05/23 Recommendation: Cultural survey completed, and Inadvertent Discovery Plan (IDP) implemented into the scope of work. Once the survey is completed, we will do more mitigation of the outcome of the cultural survey. However, if any artifacts or human remains are found upon excavation activity this office is to be notified and the immediate area cease. Should additional information become available, or scope of work change our assessment may be revised.

### **Urban Forestry (Becky Phillips)**

The below comments are based on codes in place at time of review of the preliminary plat and concept planting plan (*M. Owen Note: The following comments will need to be addressed at time of development of public infrastructure or building permit for each lot as appropriate*).

- xvi. Due to high conduction overhead power lines, please choose a Class I tree species for the south side of Whistalks Way. Urban Forestry does not recommend Hawthorne for this location, especially near the intersections as they are too wide and create obstructions for motorists and pedestrians and will require frequent clearance pruning
- xvii. Verify all Class I trees are spaced 25' OC.
- xviii. All interior streets that are public streets will require street trees as well.

Due to the need for additional information this application is thus deemed technically incomplete and will be halted until such is resubmitted. You have 60 days from the receipt of this letter to provide the required data in accordance with SMC 17G.060.090.C.2. If additional time is warranted, a request in writing for an extension may be granted by the Planning and Development Director. If requested data or an extension request are not received within 60 days, all application materials and a portion of fees paid will be returned your client.

Please make an appointment with me to resubmit these materials with me. Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'MO', with a long horizontal flourish extending to the right.

Melissa Owen  
Assistant Planner  
City of Spokane

Enclosures from 3<sup>rd</sup> request for agency comment:

**\*\*City of Spokane Planning, Melissa Owen, comments are incorporated in this letter\*\***  
City of Spokane Integrated Cptl Mngmnt, Inga Note, email dated September 13, 2023  
City of Spokane Engineering, Memo Dated September 14, 2023  
City of Spokane Streets, Bobby Halbig, Memo dated September 14, 2023  
Email from STA on September 1, 2023  
Department of Ecology letter dated September 13, 2023  
Spokane Tribe of Indians HPO Letter dated September 5, 2023  
Urban Forestry email dated September 14, 2023



## Owen, Melissa

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**From:** Note, Inga  
**Sent:** Wednesday, September 13, 2023 5:06 PM  
**To:** Owen, Melissa  
**Cc:** Johnson, Erik D.; Kells, Patty  
**Subject:** RE: Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

Yes I agree the walkway and bike parking can be addressed later.

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**From:** Owen, Melissa <mowen@spokanecity.org>  
**Sent:** Wednesday, September 13, 2023 5:03 PM  
**To:** Note, Inga <inote@spokanecity.org>  
**Cc:** Johnson, Erik D. <edjohnson@spokanecity.org>; Kells, Patty <pkells@spokanecity.org>  
**Subject:** RE: Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

Inga,  
Thank you. Some of your comment below would be addressed at time of building permit and not with this short plat.

Item to be addressed prior to final approval/condition of approval would be the 1<sup>st</sup> and last comments below unless you want them to specifically show these changes prior to deeming the application technically complete.

The SMC land use standards and building codes have threshold triggers for access to the public right of way so the comment about pedestrian access may also be best left as a more general comment to assist in preparing for development of the site along with bicycle parking (addressed at time of permit).

What do you think? Thanks.

**Development Services Center is open Monday-Friday 8 am – 5 pm in person, [online](#) or over the phone at 509.625.6300!**



Melissa Owen | City of Spokane | Planning & Development Services  
509.625.6063 | [mowen@spokanecity.org](mailto:mowen@spokanecity.org)



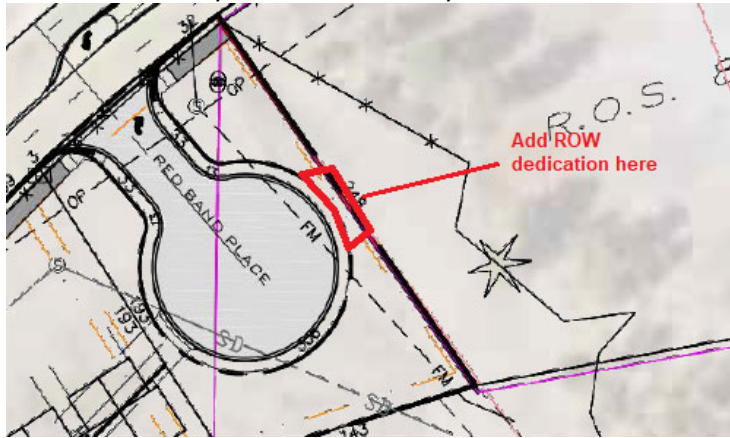
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**From:** Note, Inga <[inote@spokanecity.org](mailto:inote@spokanecity.org)>  
**Sent:** Wednesday, September 13, 2023 2:17 PM  
**To:** Owen, Melissa <[mowen@spokanecity.org](mailto:mowen@spokanecity.org)>  
**Cc:** Johnson, Erik D. <[edjohnson@spokanecity.org](mailto:edjohnson@spokanecity.org)>; Kells, Patty <[pkells@spokanecity.org](mailto:pkells@spokanecity.org)>  
**Subject:** RE: Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

Melissa,  
Here are my comments.

- Can the Red Band Place cul-de-sac include a dedication of ROW to allow for a future road stub to the east into the adjacent SFCC property? It would be to our benefit to make the most of that access point. We don't want a

bunch of driveways on Whistalks Way.



- Parcels 6, 7 and 8 should have internal pathways connecting their buildings to the Whistalks Way pathway.
- Are they including any covered, secured, dedicated bicycle parking? Possibility for impact fee reductions if they do.
- It appears we have sufficient road width to modify and/or add the proposed turn restricting curbs at both cul-de-sacs. For the curbing at Elliot Place, they'll need to shift the lane lines on the east and west ends to make space for the 2' curb in the center. This will narrow the Whistalks Way travel lanes to the 10.5' to 11.5' range.

Thanks

Inga

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**From:** Owen, Melissa <[mowen@spokanecity.org](mailto:mowen@spokanecity.org)>

**Sent:** Wednesday, August 30, 2023 2:08 PM

**To:** Note, Inga <[inote@spokanecity.org](mailto:inote@spokanecity.org)>; Randy Abrahamson <[randya@SpokaneTribe.com](mailto:randya@SpokaneTribe.com)>; Halbig, Bobby <[bhalbig@spokanecity.org](mailto:bhalbig@spokanecity.org)>; Rehfeldt, Melissa <[mrehfeldt@spokanetransit.com](mailto:mrehfeldt@spokanetransit.com)>; Johnson, Erik D. <[edjohnson@spokanecity.org](mailto:edjohnson@spokanecity.org)>; Phillips, Rebecca <[rphillips@spokanecity.org](mailto:rphillips@spokanecity.org)>; Kosanke, Katie <[kkosanke@spokanecity.org](mailto:kkosanke@spokanecity.org)>; Anderson, Cindy <[CYAN461@ECY.WA.GOV](mailto:CYAN461@ECY.WA.GOV)>

**Cc:** Kells, Patty <[pkells@spokanecity.org](mailto:pkells@spokanecity.org)>; Okihara, Gerald <[gokihara@spokanecity.org](mailto:gokihara@spokanecity.org)>; Quinn-Hurst, Colin <[cquinnhurst@spokanecity.org](mailto:cquinnhurst@spokanecity.org)>; Limon, Tara <[tlimon@spokanetransit.com](mailto:tlimon@spokanetransit.com)>; Nilsson, Mike <[mnilsson@spokanecity.org](mailto:mnilsson@spokanecity.org)>; Brown, Eldon <[ebrown@spokanecity.org](mailto:ebrown@spokanecity.org)>; Eliason, Joeline <[jeliason@spokanecity.org](mailto:jeliason@spokanecity.org)>; Palmquist, Tami <[tpalmquist@spokanecity.org](mailto:tpalmquist@spokanecity.org)>; deBit, Donna <[ddebit@spokanecity.org](mailto:ddebit@spokanecity.org)>

**Subject:** Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

Good afternoon

Please find the attached Request for Comments \*\*\*3<sup>rd</sup> Request\*\*\* along with revised and additional materials (applicant response to comments letter no. 2, revised plat map, revised trip generation letter, critical areas checklist) for the following project:

**Red Band Preliminary Short Plat  
Z23-117PSP  
Located at 1620 N River Ridge Blvd.**

Please note that the proposal has changed (relatively minor modifications) from the prior submittal due to comments received during the 2nd request for agency review. The revised submittal includes a proposal to subdivide one parcel

(approximately 13.05 acres) into 8 parcels and one tract for future multi-family development (formally 7 parcels). The plat will be served by City of Spokane sewer and water. This application is processed as a Type II application.

The city's project webpage for this site will be updated shortly with the attached materials. Please go to <https://my.spokanecity.org/projects/red-band-preliminary-short-plat/>.

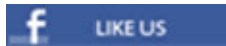
Please note that I, Melissa Owen, will be helping with this project while Donna deBit is on Maternity Leave. Please send any comments to me at [mowen@spokanecity.org](mailto:mowen@spokanecity.org), by the end of the day on **September 14, 2023, at 5PM**. Should you need more time to review the revised material, please let me that additional time is requested on or before the comment due date.

Thank you.

**Development Services Center is open Monday-Friday 8 am – 5 pm in person, [online](#) or over the phone at 509.625.6300!**



Melissa Owen | City of Spokane | Planning & Development Services  
509.625.6063 | [mowen@spokanecity.org](mailto:mowen@spokanecity.org)



# MEMORANDUM



**DATE:** September 14, 2023  
**TO:** Melissa Owen, Assistant Planner II  
**FROM:** Erik Johnson, Engineering Technician IV  
**THROUGH:** Eldon Brown, P.E., Principal Engineer  
**File No:** Z23-117PSP  
**SUBJECT:** Red Band Preliminary Short Plat

## **PLAT COMMENTS**

### **Comments to be addressed prior to Preliminary Plat Approval.**

1. The City of Spokane has reviewed the provided Sewer & Water Analysis and has the following response.
  - a. No direct sewer connections will be allowed to the main in Whistalks Way. Connections must tie into the pump stations on either side.
  - b. Please provide Engineering with an updated conceptual water & sewer layout.
2. Please update the preliminary plat to show Red Band Place renamed as Red Band Ct.
3. Please update the preliminary plat to show Elliott Place renamed to another name not already in use. Please use Ct and the roadway type.

### **Preliminary Plat Comments**

4. The developer will be responsible for all costs associated with design and construction of sanitary sewer improvements necessary to serve the proposed plat.

**Date:** September 14, 2023

**Comments:** Red Band Preliminary Short Plat

(Continuation)

- a. The sanitary sewer system shall be designed and constructed in accordance with City standards.
  - b. Construction plans shall be submitted to Development Services for review and acceptance. The sanitary sewer system, including individual service connections to each lot, shall be constructed and accepted for service prior to the City Engineer signing the final plat.
  - c. The City of Spokane does not allow sanitary sewer lines to cross property lines unless the sanitary sewer system is private and located in easements.
  - d. If the sanitary sewer system is private, it shall be operated and maintained by a Homeowners Association, or like entity, qualified to perform said services.
2. All stormwater and surface drainage generated on-site shall be disposed of on-site in accordance with SMC 17D.060 “Stormwater Facilities”, the Spokane Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and, per the Project Engineer’s recommendations, based on the drainage plan accepted for the final plat. Pre-development flow of any off-site runoff passing through the plat shall not be increased (rate or volume) or concentrated due to development of the plat, based on a 50-year design storm. An escape route for a 100-year design storm must be provided.
- a. No building permit shall be issued for any lot in the plat until evidence satisfactory to the City Engineer has been provided showing that the recommendations of SMC 17D.060 “Stormwater Facilities”, the Spokane Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and the Project Engineer’s recommendations, based on the drainage plan accepted for the final plat, have been complied with.
  - b. Prior to construction, a grading and drainage plan shall be submitted to Development Services for review and acceptance.
  - c. An erosion / sediment control plan, detailing how dust and runoff will be handled during and after construction, shall be submitted to Development Services for review and acceptance prior to construction.
  - d. If drywells are utilized, they will be tested to insure design infiltration rates are met. A minimum factor of safety of 2 (two) will be required. In accordance with State Law, existing and proposed Underground Injection Control structures need to be registered with the Washington State Department of Ecology. Proof of registration must be provided prior to plan acceptance.
  - e. The developer will be responsible for all costs associated with design and

**Date:** September 14, 2023

**Comments:** Red Band Preliminary Short Plat

(Continuation)

- construction of storm water improvements necessary to serve the proposed plat.
- f. The stormwater system shall be designed and constructed in accordance with City standards.
  - g. Construction plans shall be submitted to Development Services for review and acceptance.
  - h. The City of Spokane does not allow stormwater lines to cross property lines unless the stormwater system is private and located in easements.
  - i. If the stormwater system is private, it shall be operated and maintained by a HOA, or like entity, qualified to perform said services.
2. The developer will be responsible for all costs associated with constructing street improvements necessary to serve the proposed plat.
- a. Street design for the plat shall include supporting geotechnical information on the adequacy of the soils underneath to support vehicular design loads.
  - b. All street identification and traffic control signs required due to this project must be installed by the developer at the time street improvements are being constructed. They shall be installed and inspected to the satisfaction of the City's Construction Management Office in accordance with City standards prior to the occupancy of any structures within the plat.
  - c. Construction plans shall be submitted to Development Services for review and acceptance.
  - d. Where the interior roadway network crosses parcels, a mutual use and access agreement will be required. The roadways must be operated and maintained by a HOA, or like entity, qualified to perform said services.
4. A 12-inch ductile iron and cast iron water distribution main in Whistalks Way is available to serve the project, as well as a 12-inch ductile iron main in River Ridge Boulevard.
- a. The water system shall be designed and constructed in accordance with City standards. A pressure of 45 psi minimum at the property line is required for service connections supplying domestic flows. Pressures shall not drop below 20 psi at any point in the system during a fire situation. Pressures over 80 psi will require pressure relief valves installed at developer expense.

**Date:** September 14, 2023

**Comments:** Red Band Preliminary Short Plat

(Continuation)

- b. An electronic version (pdf) of an overall water plan and hydraulic analysis must be submitted to the Development Services Center for review and concurrence. The hydraulic analysis must include supporting calculations for domestic and fire flows per City of Spokane Design Standards.
  - c. In addition to the hydraulic analysis, construction plans shall be submitted to the Development Services Center for review and acceptance. The water system, including individual service connections to each lot, shall be constructed and accepted for service prior to the City Engineer signing the final plat.
  - d. The City of Spokane does not allow water lines to cross property lines unless the water system is private, located in easements, and master metered at the nearest public right of way line.
  - e. If the water system is private, it shall be operated and maintained by a HOA, or like entity, qualified to perform said service.
5. Construction plans for public street, sewer, water and stormwater systems must be designed by a Professional Engineer, licensed in the State of Washington, and submitted to Development Services for review and acceptance prior to construction.
  6. Plan review fees for sanitary sewer, water, street, and stormwater improvements will be determined at the time of plan submittal and must be paid prior to the start of review.
  7. The preliminary plat references easements to be recorded in separate AFN's. Easements will need to be established by the final plat or recorded separately and the AFN referenced on the final plat.
  8. Comments regarding the signalized intersection, access onto Whistalks Way, the shared-use pathway, and other traffic/transportation items will be provided by others.

### **Final Plat Comments**

1. Addresses must be shown on the final plat. Address permits can be applied for at the City of Spokane permit center or by calling (509) 625-6300.
2. The private water and sewer lines serving Redband Apartment Buildings A and B are crossing Lot 2. These lines must be protected by easements and the easements must be shown on the face of the Final Plat.
3. All easements, existing or proposed, must be shown on the face of the plat. If blanket in nature they must be referenced in a Surveyor's Note.

**Date:** September 14, 2023

**Comments:** Red Band Preliminary Short Plat

(Continuation)

4. A mutual use agreement will be required for any shared uses such as access, parking, landscaping, on-site stormwater treatment, etc. and for operation and maintenance. This agreement must be recorded on all parcels sharing these uses prior to issuance of any certificates of occupancy. Please reference this document on the final plat.
5. The following statements will be required in the dedication of the final plat. (Additional statements may need to be added to the final plat and will be determined during final plat review).
  - a. Ten foot utility and drainage easements as shown here on the described plat are hereby dedicated to the City and its permittees for the construction, reconstruction, maintenance, protection, inspections and operation of their respective facilities together with the right to prohibit structures that may interfere with the construction, reconstruction, reliability and safe operation of the same.
  - b. Development of the subject property, including grading and filling, are required to follow an erosion/sediment control plan that has been submitted to and accepted by Development Services prior to the issuance of any building and/or grading permits.
  - c. Prior to the issuance of any building permits, the lots shall be connected to a functioning public or private water system complying with the requirements of the Development Services Department and having adequate pressure for domestic and fire uses, as determined by the Water and Hydroelectric Services Department.
  - d. All stormwater and surface drainage generated on-site shall be disposed of on-site in accordance with SMC 17D.060 "Storm water Facilities", the Spokane Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and, per the Project Engineer's recommendations, based on the drainage plan accepted for the final plat. Pre-development flow of off-site runoff passing through the plat shall not be increased (rate or volume) or concentrated due to development of the plat, based on a 50-year design storm. An escape route for a 100-year design storm shall be provided.
  - e. No building permit shall be issued for any lot in this plat until evidence satisfactory to the City Engineer has been provided showing that the recommendations of SMC 17.060 "Stormwater Facilities", the Spokane Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and the Project Engineer's recommendations, based on the drainage plan accepted for this final plat, have been complied with. A surface drainage plan shall be prepared for each lot and shall be submitted to Development Services for review and acceptance prior to issuance of a building permit.



**Date:** September 14, 2023

**Comments:** Red Band Preliminary Short Plat

(Continuation)

- f. Slope easements for cut and fill, as deemed necessary by Development Services in accordance with City Design Standards, are granted along all public right of ways.
- g. All improvements (street, sewer, storm sewer, and water) shall be constructed to City standards prior to the occupancy of any structures served by said improvements.
- h. No building permit shall be issued for any lot in the plat until evidence satisfactory to the City Engineer has been provided showing that sanitary sewer and water improvements, constructed to City standards, have been provided to the lot in question.
- i. Only City water and sanitary sewer systems shall serve the plat; the use of individual on-site sanitary waste disposal systems and private wells is prohibited.
- j. All parking areas and driveways shall be hard surfaced. All new or modified driveway locations will need to be reviewed and approved by Development Services prior to construction.
- k. The City of Spokane does not accept responsibility to inspect and/or maintain private drainage easements, nor does the City of Spokane accept any liability for and failure by the lot owner(s) and/or HOA to properly maintain such areas.

cc: Developer Services File  
Tami Palmquist., Director, Developer Services Center  
Mike Nilsson, P.E., Principal Engineer  
Joel Taylor, E.I.T., Associate Engineer  
Patty Kells, Traffic Engineering Assistant  
Joelie Eliason, Engineering Technician IV



**STREET DEPARTMENT**  
901 N. NELSON ST.  
SPOKANE, WASHINGTON  
99202-3769  
509.232.8800  
FAX 509.232.8830

**DATE:** September 14<sup>th</sup>, 2023  
**TO:** Melissa Owen, Development Services  
**FROM:** Bobby Halbig, Street Department  
**SUBJECT:** Plan Review  
**PROJECT #:** Z23-117PSP Red Band Short Plat

We have reviewed the design plans and have the following comment(s).

**Sheet PP2**

- 1 Per SMC 17G.010.230 (provide separate Signing and Striping Plan). The following application materials are required as a part of an engineering services private project application.
  - a. (C) Public Street System (1) Prior to design approval, the following information is required:
    - i. Signing, striping and channelization plan approved by the transportation dept.
- 2 Move all signing and striping references from C2.1 to Signing and Striping Plan.
- 3 Use sign symbols shown in City of Spokane Design Standards.
- 4 Add Signing and Striping General Notes (attached) to Signing and Striping Plan.
- 5 Show all street trees on the Signing and Striping plan, so that obstructions can be dealt with in the design process.
  - a. “Developer Services and Planning staff will ensure trees and signs are shown on the same plan set for review” (Ordinance C36186).
- 6 Per SMC 12.02.0203, existing and proposed trees which obstruct traffic signs must be removed or relocated.
- 7 Additional comments attached and in file permit set.

**Sheet PP2**

- 8 Island will need to be a minimum of 2ft wide.
- 9 Island will need to be 9 inches tall with yellow Type 2 Channelizers, spaced 25ft apart.
- 10 Do not install “No Left Turn” signage.
- 11 Do not install right turn arrow.
- 12 Install street head and “Right Turn Only” signage at proposed stop sign location.
- 13 Install “No Parking – Fire Lane” signage within cul-de-sac.
- 14 Connect rail to both sides of ADA ramps at signalized intersection.

**Sheet PP3**

- 15 PP2 notes for west cul-de-sac.
- 16 East cul-de-sac: Left turn pocket length needs to be designed with modeling software so that queue blocking on Whistalks Way does not occur.
- 17 East cul-de-sac: Do not install pavement marking arrows.
- 18 East cul-de-sac: Install street head and “Right Turn Only” signage at proposed stop sign location.
- 19 East cul-de-sac: Install “No Parking – Fire Lane” signage within cul-de-sac.
- 20 East cul-de-sac: Proposed pavement markings shall be thermoplastic.
- 21 East cul-de-sac: Install white Type 4 Channelizer on east end of extended island.
- 22 East cul-de-sac: Show more of Whistalks east of Red Band Pl. Dimension all travel lanes.
- 23 East cul-de-sac: Striping at entrance to turn pocket will need to be removed (water-blasting only).

Gerald Okihara, P.E.  
Marcus Eveland  
Harley Dobson

## Owen, Melissa

---

**From:** Rehfeldt, Melinda <mrehfeldt@spokanetransit.com>  
**Sent:** Friday, September 1, 2023 2:34 PM  
**To:** Owen, Melissa  
**Subject:** RE: Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Thank you for allowing us to review and comment on this project.

Spokane Transit serves this development with a bus stop pair on Whistalks Wy @ Randolph Rd; STA requests the bus stop pair on Whistalks Wy @ Randolph Rd be improved to a fully ADA accessible depth with an 8' x 8' ADA pad, and that the sidewalk remain open during construction to allow safe and accessible access to the pedestrian network. If there are any questions or comments, please coordinate with Melinda Rehfeldt at [mrehfeldt@spokanetransit.com](mailto:mrehfeldt@spokanetransit.com) or (509) 343-1697.

### Melinda Rehfeldt

**Associate Transit Planner**

Office: (509) 343-1697

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**From:** Owen, Melissa <mowen@spokanecity.org>  
**Sent:** Wednesday, August 30, 2023 2:08 PM  
**To:** Note, Inga <inote@spokanecity.org>; Randy Abrahamson <randya@SpokaneTribe.com>; Halbig, Bobby <bhalbig@spokanecity.org>; Rehfeldt, Melinda <mrehfeldt@spokanetransit.com>; Johnson, Erik D. <edjohnson@spokanecity.org>; Phillips, Rebecca <rphillips@spokanecity.org>; Kosanke, Katie <kkosanke@spokanecity.org>; Anderson, Cindy <CYAN461@ECY.WA.GOV>  
**Cc:** Kells, Patty <pkells@spokanecity.org>; Okihara, Gerald <gokihara@spokanecity.org>; Quinn-Hurst, Colin <cquinnhurst@spokanecity.org>; Limon, Tara <tlimon@spokanetransit.com>; Nilsson, Mike <mnilsson@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>; Eliason, Joelie <jeliason@spokanecity.org>; Palmquist, Tami <tpalmquist@spokanecity.org>; deBit, Donna <ddebit@spokanecity.org>  
**Subject:** Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

**EXTERNAL  
EMAIL  
WARNING**

This email originated from outside Spokane Transit. Do not click links or open attachments unless you recognize the sender and know the content is safe. Please report suspicious emails using the Phish Alert Button.

Good afternoon

Please find the attached Request for Comments \*\*\*3<sup>rd</sup> Request\*\*\* along with revised and additional materials (applicant response to comments letter no. 2, revised plat map, revised trip generation letter, critical areas checklist) for the following project:

**Red Band Preliminary Short Plat  
Z23-117PSP  
Located at 1620 N River Ridge Blvd.**

Please note that the proposal has changed (relatively minor modifications) from the prior submittal due to comments received during the 2nd request for agency review. The revised submittal includes a proposal to subdivide one parcel (approximately 13.05 acres) into 8 parcels and one tract for future multi-family development (formally 7 parcels). The plat will be served by City of Spokane sewer and water. This application is processed as a Type II application.

The city's project webpage for this site will be updated shortly with the attached materials. Please go to <https://my.spokanecity.org/projects/red-band-preliminary-short-plat/>.

Please note that I, Melissa Owen, will be helping with this project while Donna deBit is on Maternity Leave. Please send any comments to me at [mowen@spokanecity.org](mailto:mowen@spokanecity.org) , by the end of the day on **September 14, 2023, at 5PM**. Should you need more time to review the revised material, please let me that additional time is requested on or before the comment due date.

Thank you.

**Development Services Center is open Monday-Friday 8 am – 5 pm in person, [online](#) or over the phone at 509.625.6300!**



Melissa Owen | City of Spokane | Planning & Development Services  
509.625.6063 | [mowen@spokanecity.org](mailto:mowen@spokanecity.org)





STATE OF WASHINGTON  
**DEPARTMENT OF ECOLOGY**

Eastern Region Office

4601 North Monroe St., Spokane, WA 99205-1295 • 509-329-3400

September 13, 2023

Melissa Owen  
Assistant Planner  
City of Spokane Planning & Development  
808 West Spokane Falls Boulevard  
Spokane, WA 99201-3329

Re: Red Band Preliminary Short Plat  
File: Z23-117PSP

Dear Melissa Owen:

Thank you for the opportunity to comment on the Red Band Preliminary Short Plat project (Proponent: Whipple Consulting Engineers, Inc). After reviewing the documents, the Department of Ecology (Ecology) submits the following comments:

**Water Quality Program**

Ecology acknowledges that the applicant will obtain a Construction Stormwater General Permit.

For additional information, please contact Suman Paudel at (509) 601-2124 or via email at [suman.paudel@ecy.wa.gov](mailto:suman.paudel@ecy.wa.gov).

**State Environmental Policy Act (SEPA)**

Ecology bases comments upon information submitted for review. As such, comments made do not constitute an exhaustive list of the various authorizations you may need to obtain, nor legal requirements you may need to fulfill in order to carry out the proposed action. Applicants should remain in touch with their Local Responsible Officials or Planners for additional guidance.

For information on the SEPA Process, please contact Cindy Anderson at (509) 655-1541 or via email at [Cindy.Anderson@ecy.wa.gov](mailto:Cindy.Anderson@ecy.wa.gov).

To receive more guidance on or to respond to the comments made by Ecology, please contact the appropriate staff listed above at the phone number or email provided.

Department of Ecology  
Eastern Regional Office  
(Ecology File: 202304189)

Ec: Todd Whipple, PE Whipple Consulting Engineers, Inc.



**Spokane Tribe of Indians  
Tribal Historic Preservation Office**

P.O. Box 100 Wellpinit WA 99040

September 5, 2023

**To:** Melissa Owen, Planner

**RE: File No. Z23-117 PSP Red Band**

Ms. Owen,

Thank you for contacting the Tribe's Historic Preservation Office, we appreciate the opportunity to provide a cultural consent for your project. The intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

After archive research this area has a high potential for encountering historical resources, and the proposed ground disturbing actions would destroy any cultural resources present.

**Recommendation:** Cultural survey completed, and Inadvertent Discovery Plan (IDP) implemented into the scope of work.

Once the survey is completed, we will do more mitigation of the outcome of the cultural survey.

However, if any artifacts or human remains are found upon excavation activity this office is to be notified and the immediate area cease. Should additional information become available, or scope of work change our assessment may be revised.

Again, thank you for this opportunity to comment and consider this a positive action that will assist us in protecting our shared heritage.

If questions arise, please contact me at (509) 258 – 4222.

Sincerely,

Randy Abrahamson  
Tribal Historic Preservation Officer

## Owen, Melissa

---

**From:** Phillips, Rebecca  
**Sent:** Thursday, September 14, 2023 2:11 PM  
**To:** Owen, Melissa  
**Subject:** RE: Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

Hi Melissa,

Here are my comments for this one:

### Revisions Required:

1. Due to high conduction overhead power lines, please choose a Class I tree species for the south side of Whistalks Way. Urban Forestry does not recommend Hawthorne for this location, especially near the intersections as they are too wide and create obstructions for motorists and pedestrians and will require frequent clearance pruning.
2. Verify all Class I trees are spaced 25' OC.
3. All interior streets that are public streets will require street trees as well.

Thank you.



Becky Phillips Urban Forestry Specialist | City of Spokane Urban Forestry |  
Desk: 509.363.5491 | Cell: 509.202.5786 | [SpokaneUrbanForestry.org](http://SpokaneUrbanForestry.org)

---

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**Sent:** Wednesday, August 30, 2023 2:08 PM  
**To:** Note, Inga <inote@spokanecity.org>; Randy Abrahamson <randya@SpokaneTribe.com>; Halbig, Bobby <bhalbig@spokanecity.org>; Rehfeldt, Melissa <mrehfeldt@spokanetransit.com>; Johnson, Erik D. <edjohnson@spokanecity.org>; Phillips, Rebecca <rphillips@spokanecity.org>; Kosanke, Katie <kkosanke@spokanecity.org>; Anderson, Cindy <CYAN461@ECY.WA.GOV>  
**Cc:** Kells, Patty <pkells@spokanecity.org>; Okihara, Gerald <gokihara@spokanecity.org>; Quinn-Hurst, Colin <cquinnhurst@spokanecity.org>; Limon, Tara <tlimon@spokanetransit.com>; Nilsson, Mike <mnilsson@spokanecity.org>; Brown, Eldon <ebrown@spokanecity.org>; Eliason, Joeline <jeliason@spokanecity.org>; Palmquist, Tami <tpalmquist@spokanecity.org>; deBit, Donna <ddebit@spokanecity.org>  
**Subject:** Project Routing - Request for Comments \*\*\*No. 3\*\*\* - Z23-117PSP

Good afternoon

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Thank you.

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Melissa Owen | City of Spokane | Planning & Development Services  
509.625.6063 | [mowen@spokanecity.org](mailto:mowen@spokanecity.org)

