



Pre-Development Conference Notes

Project Name: Sacajawea Middle School Replacement

To: Jodi Kittel **Phone:** 509-838-8568
ALSC Architects
203 N Washington St, Ste 400
Spokane, WA 99201
jkittel@alscarchitects.com

From: Tami Palmquist, Facilitator **Phone:** 509-625-6517

Project Name: Sacajawea Middle School Replacement
Permit No.: B21M0054PDEV
Site Address: 401 E 33rd Ave
Parcel No.: 35322.0326
Meeting Date: Thursday, May 13, 2021

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, May 13, 2021. 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: New Middle School
- B. Scope and Size: The scope of work is a new Middle School building with 2 floors and no basement. There are also accessory structures. The total area of the project is approximately 140,000 square feet. The occupancy is E. The facility will be of Type IIB construction.
- C. Special Considerations: DRB, CUP, SEPA
- D. Estimated Schedule: DRB in June, Community meeting in summer, CUP in August

E. Estimated Construction Cost: \$49,000,000

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. Development Standards:
 - a. Front yard setback: 15 feet from front property line
 - b. Side yard setback: 5 feet
 - c. Rear yard setback: 25 feet
 - d. Lot Coverage: 2,250 sq. ft. +35% for portion of lot over 5,000 sq. ft.
 - e. FAR: 0.5
2. Design Standards: Per *SMC 17C.110.500*
This project must address Institutional Design Standards. Please refer to *17C.120.500* for institution design standards, which address:
 - a. Section 17C.110.515 Buildings Along the Street
 - b. Section 17C.110.520 Lighting
 - c. Section 17C.110.525 Landscaped Areas
 - d. Section 17C.110.530 Street Trees
 - e. Section 17C.110.535 Curb Cut Limitations
 - f. Section 17C.110.540 Pedestrian Connections in Parking Lots
 - g. Section 17C.110.545 Transition Between Institutional and Residential Development
 - h. Section 17C.110.550 Treatment of Blank Walls
 - i. Section 17C.110.555 Prominent Entrances
 - j. Section 17C.110.560 Massing
 - k. Section 17C.110.565 Roof Form
 - l. Section 17C.110.570 Historic Context Considerations
 - m. Section 17C.110.575 Screening

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 building will be required to be provided with fire sprinklers. (IFC 903)
3. Where the highest occupied floor level is more than 30 feet above the lowest level of Fire Department access, Class I standpipes are required in each stairwell (IFC 905 amended by SMC 17F.080.030.B.11). Multiple standpipes in a building shall be connected to a common Fire Department connection (IFC 905 amended by SMC 17F.080.030.B.11) and no more than 150 feet from a fire hydrant along an acceptable path of travel (SMC 17F.080.310). A minimum of one outlet is required on the roof (IFC 905.4) or on the highest landing of an interior exit stairway with access to the roof compliant with IFC 1011.12.

4. An emergency voice/alarm system with central monitoring is required for this building (IFC 907 amended with SMC 17F.080.110).
5. Smoke and carbon monoxide detection is required in classrooms or in rooms that are a source of CO₂.
6. Duct smoke detectors (if required) shall be wired to a supervisory zone only, not an alarm-initiating zone, as per Spokane Fire Department policy and as provided in the International Mechanical Code. The code requires duct detection only on return air.
7. The Fire Department requires annual operating permits for specific operations for buildings and sites in accordance with Section 105 of the Fire Code.
8. Where a kitchen is provided with equipment that will produce grease vapor, a Class I kitchen hood is required and will be protected with a wet-chemical suppression system (IFC 609.2). In addition, a Class K fire extinguisher will be located no more than 30 feet from the area of grease cooking (IFC 906.1). The type of equipment that is considered to generate grease vapors is established by the International Mechanical Code.
9. Carbon dioxide systems are required to be reviewed and permitted with the Fire Department if the system has more than 100 pounds of CO₂. A detection and alarm system may also be required.
10. Dust collection is noted to be provided. This will need to meet the Fire Code.
11. Fire extinguishers are required for A, B, E, F, H, I, M, R-1, R-2, R-3 and S occupancies in accordance with IFC 906 – Table 906.3(1).
12. Address numbers or other approved signs are required to be provided on the building in a visible location (IFC 505).
13. If the building is equipped with a fire protection system, a Fire Department key box will be required (IFC 506).

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

1. Please see the attached letter.

Section 2 – Comments Specific to the Site

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

1. **A Type II Conditional Use Permit for the new school will be required to be approved prior to any construction.**
2. **Design Review will be required as part of the CUP.**
3. Landscaping and Sidewalks:
 - a. Separated Sidewalk with planting zone are required. Exceptions can be made for bus loading zones. Please review during the DRB process.
 - b. Sidewalks, including interior pathways, shall have the minimum dimension of five feet. This dimension shall be applied to the clear, unobstructed pathway between the planting zone for street trees per SMC 17C.200.050 and building facades or parking lot screening.
 - c. Irrigation is required as per *17C.200.100*.
 - d. A six-foot wide planting area of L2 landscaping, including street trees as per 17C.200.050 are required along street frontages.
 - e. Building setbacks and all other portions of a site not covered by structures, hard surfaces, or other prescribed landscaping shall be planted in L3 open area landscaping until the maximum landscape requirement threshold is reached (see *SMC 17C.200.080*).

4. Pedestrian Connections in Parking Lots
 - a. Within parking lots containing more than thirty stalls, clearly defined pedestrian connections shall be provided:
 - i. between a public right-of-way and building entrances;
 - ii. between parking lots and building entrances pedestrian connections can be counted toward the amount of required landscaping.
 - b. Pedestrian connections shall not be less than five feet wide.
 - c. Pedestrian connections shall be clearly defined by at least two of the following:
 - i. Six-inch vertical curb.
 - ii. Textured paving, including across vehicular lanes.
 - iii. A continuous landscape area at a minimum of three feet wide on at least one side of the walkway.
5. Parking:
 - a. Please show parking calculations on your building plans when you submit for permit. Minimum and Maximum parking ratios are per *SMC 17C.230*.
 - i. Minimum Ratio for junior high schools: one parking stall per classroom
 - ii. Maximum Ratio for junior high schools: 2.5 parking stalls per classroom
6. Any new fencing will require a separate permit.

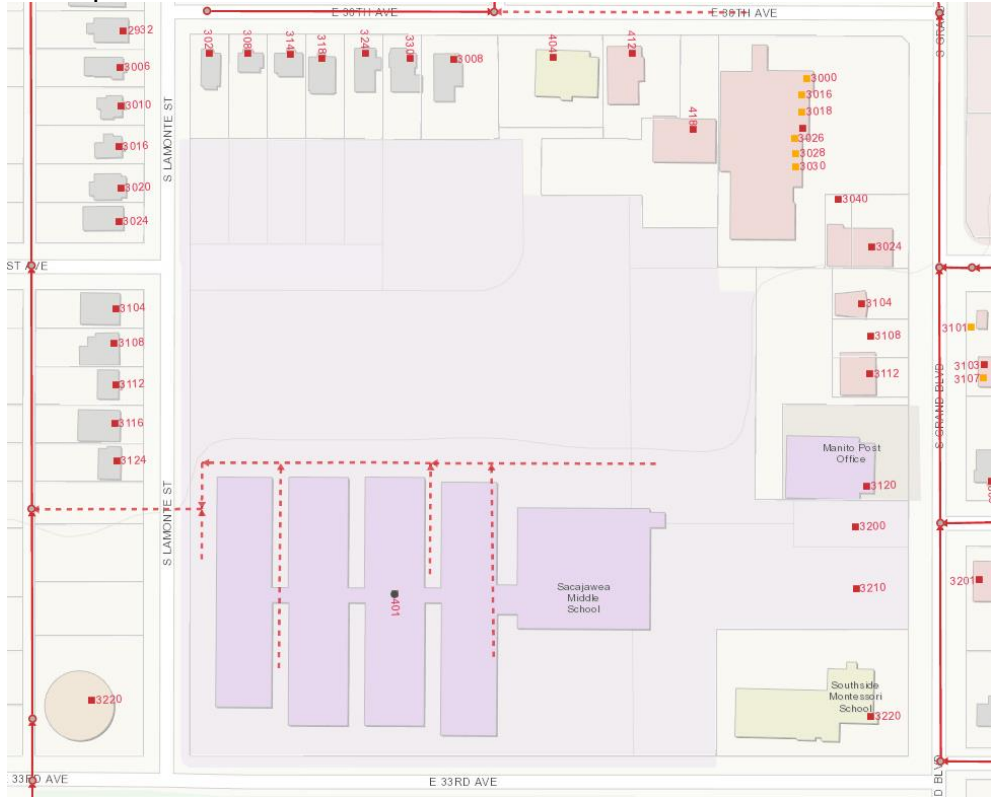
Patty Kells – Traffic Engineering Assistant (509-625-6447):

1. **A trip generation and distribution letter will be required for this project for review with the CUP and SEPA. Please submit turning movements for buses for the proposed driveway approaches.**
2. Frontage improvements are required along all adjacent streets to include separated or proposed integral curb and sidewalk, street trees, and driveway approaches. The driveway approach off Grand Blvd must be offset to the intersection at 32nd Ave.
3. All parking and maneuvering areas must be hard surfaced. All required parking, landscaping and onsite stormwater designs must be within the property lines and not in the public right-of-way.
4. Please dimension the parking stalls, accessible stalls and access aisles, travel lanes and driveway approaches on the site plan. Please add parking calculations to the site plans for verification of ADA requirements.
5. Maintain clear view at intersections, pedestrian ways, and driveways. Please add the clear view triangle to the intersecting corner of 33rd Ave and Lamonte St to verify there are no conflicts.
6. The parking stalls must be striped to current standards, and accessible barrier free parking spaces and aisles must be shown and comply with the City of Spokane Standard Plan G-54 & B-80A. An accessible route of travel connecting to the nearest accessible entrances and to the public sidewalk is required, with a marked accessible route of travel. All barrier free spaces and aisles must be drawn and reference these standard plans and **must be added as details on the plans**. Note on the site plan the van-accessible stalls and the sign locations. The access aisle for van accessibility must be eight feet wide.
7. Adequate access and maneuvering for refuse/emergency vehicles is required per the City Standards and must be maintained during construction.
8. All unsued driveways must be removed and replace with City Standard curb and sidewalk.
9. Regional pavement cut policy will be applicable. Confine illumination lighting to the site.

10. "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 a 140,000sf Middle School replacement in the South Service Area calculated at \$0.43/sf with credit given for the existing 121,888sf school. The estimated fee for the 18,112sf difference is \$7,788.16 + \$233.64 admin fee = **\$8,021.70**. This fee must be paid with the other permit fees prior to issuance of the building permit.

Joelie Eliason - Engineering Tech IV (509-625-6385):

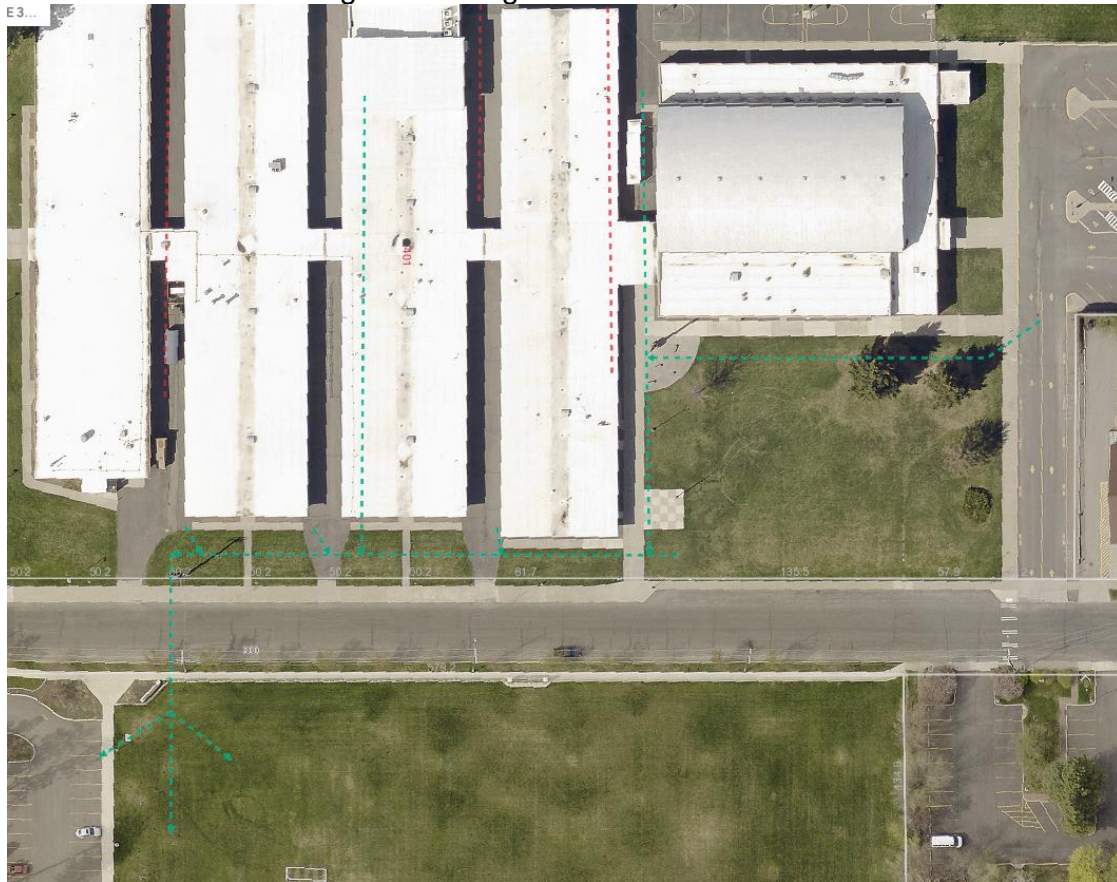
1. Our records indicate the existing school is served by a 1959 private sewer which connects to a public main in the alley between Manito Blvd and Lamonte St through an easement (unable to locate a copy of easement). The red dashed lines are the approximate location of the private sewer.



- 2. New commercial side sewers it 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. A variance request may be submitted to use the two existing 4" side sewers instead of a 6" side sewer along with supporting calculations for review. This request should be submitted with the building permit application.
- 3. Depending upon the use, pre-treatment prior to discharge into the sanitary sewer may be required. Please include a copy of the completed restaurants (for the cafeteria kitchen) survey (attached) with the building permit submittal. See the industrial pre-treatment program at the following link for more information:
<https://my.spokanecity.org/publicworks/wastewater/business/>
- 4. A grease trap is required for commercial kitchen use. The design of these facilities is

covered in the Uniform Plumbing Code.

5. The project property is not located within the General Facilities Charge (GFC) Waiver Zone, so GFCs will be assessed on new or upsized service connections.
6. All storm water and surface drainage generated on-site must be disposed of on-site in accordance with *SMC 17D.060.140* "Storm water Facilities". In general, any new impervious surface 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.
7. Our records show a private storm system that appears to collect runoff from the buildings and transports the stormwater across 33rd Ave to Hart Field. The dashed green lines below represent the approximate location of the private storm system. Since the school is being moved to the north, we recommend the private storm drain crossing public right of way be eliminated and all drainage be managed on-site.



8. All drywells and subsurface drainage galleries for the site must be shown on the plans and registered with the Washington State Department of Ecology (DoE). Decommissioned drywells will also need to be reported to the DOE. Please send a copy of the completed registration form to the City of Spokane, Planning and Development. See the following link at the DoE website for information about the Underground Injection Control (UIC):
<http://www.ecy.wa.gov/programs/wq/grndwtr/uic/index.html>

9. **A construction stormwater general permit may need to be obtained from Ecology. See attached handout for additional information.**
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>

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 8,000 GPM without automatic sprinklers throughout and requires eight fire hydrants. Site fire flow is 2,000 GPM with automatic sprinklers throughout and requires two fire hydrants.
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 four existing fire hydrants in the area that meet some of the code requirements for this project. Additional fire hydrants will be required.
4. Site fire flow will be required to be maintained or provided during construction prior to the issuance of a building permit.
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 commercial buildings, fire hydrants are required to be along an acceptable path of travel within 400 feet to all points around the building without fire sprinklers (IFC 507.5.1), and 600 feet for commercial buildings with fire sprinklers (IFC 507.5.1, exception 2).
7. Fire Department Connections for new fire sprinkler system installations shall be located no more than five hundred feet from a fire hydrant along an accessible path of travel unless where approved by the fire official.
8. 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).
9. 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 fire lane.
10. 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 fire lane.
11. Minimum width for fire access is 20 feet, unobstructed (IFC 503.2.1). Buildings exceeding 30 feet in height will be required to have a Fire Aerial Access lane of 26 feet wide along at least one full side of each building (IFC D105.2). The fire aerial lane is required to be a minimum of 15’ and a maximum of 30’ from the building along the full length of the side of the building.

12. The proposal does not appear to meet the requirements for fire access as required in the Fire Code. Fire aerial access is not provided, and we are not able to get fire apparatus (or a fire hydrant) to within 165' of all points around the building.
13. Fire access will be maintained during construction. The fire lanes will be maintained with an all-weather surface (IFC 3310.1).
14. The installation of security gates or barriers on fire access roads shall be approved by the Fire Department (IFC 503.6). If access to the site is required to comply with the distances around the building, at least one access gate will be setback a minimum of 48' from the edge of pavement. Gate openings will be a minimum of 14' wide, and open.

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

1. There are multiple existing domestic water services and irrigation services running to this 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. For additional water needed, there is a 6-inch cast iron water distribution main available in 33rd Ave and in Lamonte St, near the northwest corner of the property. There is a 12-inch cast iron water main located in Grand Blvd available for the project. The main in 33rd Ave is in a different water pressure zone the mains in Lamonte St and Grand Blvd, which cannot be looped together.
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 55-59 psi on Lamonte St and Grand Blvd which are located in the High Pressure Zone. Calculated static water pressure is approximately 85 psi at the surrounding hydrants on 33rd in the Top Pressure Zone. 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) Donovan Aurand (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, Chris Aronson (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. Access to the screened trash and recycling storage area looks good. The enclosure as shown appears to be too small. Roll off containers can be as long as 22 feet and 8 ½ feet wide. There must be a minimum of 30 inches around all sides of the container for an employee walking path.

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

1. Please see the attached letter.

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 file 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.