



Planning and Development  
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## Pre-Development Conference Notes

**Project Name: Fieldstone Memory Care**

**To:** Justin Younker  
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**Phone:** 480-0642

**From:** Patty Kells, Facilitator

**Phone:** 625-6447

**Project Name:** Fieldstone Memory Care  
**Permit No.:** B16M0140PDEV  
**Site Address:** 4515 S Freya St  
**Parcel No.:** 34031.0007  
**Meeting Date:** **December 15, 2016**

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, December 15, 2016. 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 memory care facility
- B. Scope and Size: The scope of work is four new buildings and development of the site. There will be three single story facilities of approximately 5,351 square feet and a single story memory care facility of approximately 39,394 square feet. The occupancy is I-1, condition 2. The facility will be of Type VA construction.
- C. Special Considerations: Type III Conditional Use Permit, SEPA

- D. Estimated Schedule: March/April 2017  
E. Estimated Construction Cost: \$9,000,000

## **Section 1 – Comments Specific to the Building**

### **Tami Palmquist – Associate Planner (625-6157):**

1. **Development Standards for RSF Zone:**
  - a. **Front yard setback: 15 feet from front property line**
  - b. **Side yard setback: five feet**
  - c. **Rear yard setback: 25 feet**
  - d. **Maximum Height: 35 feet**
2. **Required Outdoor Area:**
  - a. The outdoor area requirement is 48 square feet for every three residents, with a minimum dimension of six feet by six feet. Individual outdoor areas may be combined. The minimum size of a combined area is 500 square feet, and the minimum dimension is 15 by 15 feet. Larger areas may be required as part of a conditional use permit.
3. **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:

  - i. Transition between Institutional and Residential Development
  - ii. Buildings Along the Street
  - iii. Lighting
  - iv. Treatment of Blank Walls
  - v. Prominent Entrances
  - vi. Massing
  - vii. Roof Form
  - viii. Historic Context Considerations
  - ix. Screening

### **Dean Giles – Building Plans Examiner (625-6121):**

1. The project is proposed as a Group I-1 Condition 2 occupancy with Type V-A construction, sprinklered and alarmed. Sixty beds are proposed.
2. Design work for a commercial building greater than 4,000 square feet in area requires a Washington State licensed architect. Submitted drawings must be stamped and signed. Engineering drawings will also need to be produced by licensed professionals.
3. A SEPA will be required for this project.
4. Since it is an I-1 occupancy, the building must meet Washington State Non Residential Energy Code (NREC) requirements. The City does not perform Energy Code review, so this requires a third party Special Plans Examiner and Special Inspector. Energy code review is conducted on the building envelope, mechanical and lighting systems.
5. Walls and horizontal assemblies separating dwelling units must be one-hour rated.
6. The building must be divided into separate smoke compartments with a maximum area of 22,500 square feet each. The distance of travel to exit a smoke compartment may not exceed 200 feet. Refuge areas must be provided within each compartment, sized to accommodate occupants from the adjoining smoke compartment. See IBC 420.4.

7. For cooking facility requirements, see WA State Amendment Section 420.8.
8. Exterior walls, bearing walls, floor and roof construction (plus associated secondary members) must be one-hour rated, per Table 601.
9. The common path travel distance within any space is 75 feet. Maximum travel distance is 250 feet.
10. Each area of refuge must be separated from the rest of the story by a smoke barrier or horizontal exit, and be provided with a two way communication system. See IBC 1009.6.
11. At least ten percent of all dwelling or sleeping units must be Type A accessible. All others must be designed as Type B. See IBC 1107.5.
12. The buildings must be accessible for persons with disabilities. An accessible path is required from the entry to all primary function areas and include restrooms and drinking fountains.
13. Retaining walls over four feet in height must be designed by a licensed engineer.
14. Electrical plans must include note to address GFCI and AFCI protection, per NEC 210.

**Dave Kokot – Fire Prevention Engineer (625-7056):**

1. The buildings will be required to be provided with fire sprinklers (IFC 903).
2. A fire alarm system is required throughout this building (including tenant spaces), in accordance with the Municipal Code, including the provision for “Special Areas to be Protected”(SMC 17F.080.110).
3. Smoke detectors are required above the panel, power supplies, annunciator, and other panels associated with the fire alarm system.
4. A central monitoring for the fire sprinkler system is required (IFC 903.4).
5. An emergency voice/alarm system is required for this building (IFC 907 amended with SMC 17F.080.110).
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 NFPA 90A. The codes require 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 vapors, 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. 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).
10. Compressed gas storage will need to be permitted and in accordance with the Fire Code.
11. Address numbers, or other approved signs, are required to be provided on the buildings in a visible location (IFC 505).
12. 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 (324-1582):**

1. The Spokane Regional Health District has indicated they have no requirements for the project as proposed.

## Section 2 – Comments Specific to the Site

### **Tami Palmquist – Associate Planner (625-6157):**

1. **A Type III Conditional Use Permit will be required to be approved prior to any construction.** Assisted Living is permitted in the RSF zone with applicable special limitations and approval through a Conditional Use review.
2. Parking: *SMC 17C.230*.
  - a. Please show parking calculations on your building plans when you submit for permit.
    - i. Minimum Ratio for Assisted Living: one parking stall per four residents
3. Landscaping & Sidewalks: Per *SMC.17C.200.040*
  - a. Please provide a five foot wide planting strip and a five foot wide sidewalk (separated sidewalk) along Freya Street. Street trees are encouraged, but we are able to work around topography constraints.
  - b. A planting strip of five feet in depth with L1 visual screen landscaping or site-obscuring decorative wood, iron, etc. fences or masonry walls at least six feet in height shall be installed along property lines where any adjacent single-family residential zone would have views of parking or service areas.
  - c. If trees are to be removed in the Public ROW contact the Urban Forester at (509) 363-5495 prior to any work.
  - d. Depending on the amount of removed trees on site, a permit from the Department of Natural Resources may be needed.
4. Refuse (if provided): Per *SMC 17C.200.070*
  - a. All exterior refuse (including: garbage, recycling, and yard debris) receptacles and refuse collection areas must be screened from the street, and any adjacent properties, by using one of the following methods:
    - i. An L1 visual screen.
    - ii. A six-foot high solid masonry wall or sight-obscuring fence five feet inside the property line with an L2 see-through buffer between the fence and the property line.
    - iii. A five-foot tall earth berm planted with L3 open area landscaping.
    - iv. Storage areas are not allowed within 15 feet of a street lot line; and
    - v. Screening shall comply with the clear view triangle requirements

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

1. Construct full standard frontage improvements to include curb, sidewalk, wheelchair ramps, street trees, drainage, 20 foot radius at intersection with Freya Street, and dedication of 15 feet of new right-of-way along Freya Street to meet arterial standards. This dedication will be a condition of the Conditional Use Permit.
2. The pavement cut policy will apply for utility cuts and approaches on Freya Street.
3. Accessible barrier free parking spaces and aisles and 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 need to be designed, drawn, and noted on the plans per these standards. Note on the site plan the van-accessible stalls and the sign locations. The access aisle for van accessibility must be eight feet wide.
4. All required parking, landscaping and onsite stormwater designs typically must be within the property lines and not in the public right-of-way.

5. Adequate access and maneuvering for refuse/emergency vehicles is required, per City Standards.
6. Please dimension the parking stalls, accessible stalls and access aisles, travel lanes and driveway approaches on the site plan.
7. Any new or modified driveway access locations must be reviewed and approved by Traffic Engineering prior to permit issuance.
8. Maintain clear view at intersections, pedestrian ways, and driveways. The pavement cut policy will be applicable. Confine illumination lighting to the site.
9. *"The City shall collect impact fees, based on the schedules in SMC 17D.075.180, or an independent fee calculation provided for in SMC 17D.075.050, from any applicant seeking development approval from the City."* An impact fee will be assessed for Assisted Living use in the South Service Area calculated for each unit at \$120.10/unit or as Nursing Home calculated at \$92.80/bed + administrative fee. This fee must be paid prior to issuance of the building permit.

**Inga Note – Senior Traffic Engineer - Street Operations (232-8813):**

1. A connection between the bicycle path and their internal sidewalk would be suggested. There is a grade difference, but maybe they could build a switchback ramp up to the buildings. I know a lot of the people living here may not be that mobile, but if their residents use scooters or wheelchairs to get around, they may enjoy going for a ride on the bike path. I know the pathway between Target and the Clare View Seniors facility is very popular.

**Mike Nilsson – Associate Engineer (625-6323):**

1. The proposed project is not within the General Facility Charge (GFC) Waiver Zone, so GFCs will be assessed for this project. GFCs are determined by the size of the water tap. The fee schedule can be viewed at <https://my.spokanecity.org/smc/?Section=13.03.0732> for the sewer GFC and at <https://my.spokanecity.org/smc/?Section=13.04.2042> for the water GFC. Additional estimated fee quotes can be provided by calling (509) 625-6999.
2. Per our records, there is no sewer side service to the property. There is a 15 inch sanitary main in Freya available for connection.
3. Commercial side sewers are to be six inches in diameter, have a minimum slope of two percent and 3.5 feet of cover where vehicular traffic passes over, two feet minimum in other areas. Sewer and Water separation requirements are 18 inches minimum vertical, five feet minimum horizontal. Sewer cleanouts shall be installed at every 100 feet and every angle 45 degrees or greater. See City of Spokane Design Standards Section 4 for additional information on Sewers.
4. **The project is located within the Moran Prairie Special Drainage District.** A downgradient analysis demonstrating that there will be no expected adverse impacts on downgradient properties may be required. Additional information on special drainage districts can be found in *SMC 17D.060 "Storm Water Facilities."*
5. 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"*. Stormwater requirements can be found in the Spokane Regional Stormwater Manual (SRSW) and City of Spokane Design Standards Section 6. 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. Geotechnical reports, drainage reports and civil plans must be stamped and signed by an engineer licensed in the State of Washington. **If a design variance is desired, it will need to be completed prior to intake.**

6. Connection to the Hazel's Creek stormwater system may be an option for controlled stormwater disposal and would require that the main line be extended to the site. The end of the existing main is near the intersection of Achilles and 44<sup>th</sup>.
7. Combining landscape and stormwater treatment areas, per Washington State Department of Ecology (DOE) low impact development (LID) guidelines, is allowed. The link to DOE LID resources can be found at:

<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/LID/Resources.html>

11. Any drywells on-site (existing and proposed) must be shown and registered with the Washington State Department of Ecology. A copy of the completed form must be sent to City of Spokane, Planning and Development – Development Services. See the Department of Ecology (DOE) website at [ecy.wa.gov](http://www.ecy.wa.gov) for information about the Underground Injection Control (UIC).

#### **Dave Kokot – Fire Prevention Engineer (625-7056):**

1. An approximate site fire flow (obtained from IFC Table B105.1 and Table C105.1) is 3,500 GPM, without automatic sprinklers throughout, and requires four fire hydrants. Site fire flow is 1,500 GPM, with automatic sprinklers throughout, and requires one fire hydrant.
2. There are three existing fire hydrants and two proposed fire hydrants that appear to meet the code requirements for this project.
3. Site fire flow will be required to be maintained or provided during construction.
4. 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).
5. 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).
6. Fire Department Connections for new fire sprinkler system installations shall be located no more than 500 feet from a fire hydrant along an accessible path of travel, unless where approved by the fire official.
7. The proposal does not appear to meet the requirements of the Fire Code for fire access. There is inadequate turn-around for the east side of the main building. The fire access is also not provided within 165 feet of all points around the center and east smaller buildings.
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 ten percent (based on IFC 503.2.7).
9. 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 side of each building (IFC D105.2).
10. Fire access will be maintained during construction. The fire lanes will be maintained with an all-weather surface (IFC 3310.1).
11. The installation of security gates 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 feet from

the edge of pavement. Gate openings will be a minimum of 14 feet wide, and open gates will not obstruct access to structures.

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

1. There is an existing 12-inch ductile iron water distribution main under the asphalt trail in 44<sup>th</sup> extended. There is also an 18-inch ductile iron transmission main located in Freya Street.
2. There is no existing water service running to this parcel.
3. Typically, taps are not allowed off of transmission mains, but with the approval from the Director of the Water Department, tapping into the transmission main in Freya Street is a possibility. Otherwise, your domestic and fire line will be tapped off of the 12-inch in 44<sup>th</sup> Ave extended.
4. Freya Street is under a street moratorium until September 15, 2017; therefore, asphalt cuts for utility connections cannot be made until after that date.
5. Fire sprinkler systems will require a backflow assembly for cross connection control.
6. If installed, landscape irrigation systems and kitchen facilities utilizing water connections will require backflow assembly for cross connection control.
7. Calculated static water pressure is approximately 79-83 psi at the surrounding hydrants. Pressures exceeding 80 psi will require a pressure reducing device to be installed.
8. 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) Harry Ward (509) 625-7845, (south side) Greg Burchett (625-7844) will review submitted plans and inspect on-site construction. Water Department Cross Connection Control Specialists, Donovan Aurand (509) 625-7968 and Lance Hudkins (509) 625-7967, will review any backflow assemblies where required.
9. Taps and meters can be purchased at Developer Services Center, located on the 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 (625-7871):**

1. The refuse enclosure must be 20 feet wide by ten feet deep, with a clear width opening of 20 feet, or 24 feet wide by ten feet deep, with two clear width openings of 12 feet. A 40 foot long front load collection vehicle must be able to drive directly forward into the enclosure. The enclosure should be located at the end of a drive aisle. The hammerhead turnaround near the southeast corner of the property is too small. Both ends of the turnaround need to be extended approximately ten additional feet.

### Section 3 – General Information and Submittal Requirements

1. Site plan requirements are as shown on the attached “Commercial Building Permit Plan Checklist”. For the permit intake submittal, please provide three **Full Building Plan Sets** and eight **Site Sets**. **Full Building Plan Sets** shall include all plans created for this project: cover sheet, architectural, structural, plumbing, mechanical, electrical, civil engineered plans, landscaping and irrigation drawings. **Site Sets** shall include: cover sheet, overall site plan (either architectural or civil engineered), all civil engineering plans, landscaping and irrigation plans, and building elevations. 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, etc.)
2. Please provide 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](http://my.spokanecity.org).