

Neighborhood Notification

Last updated 4.8.22



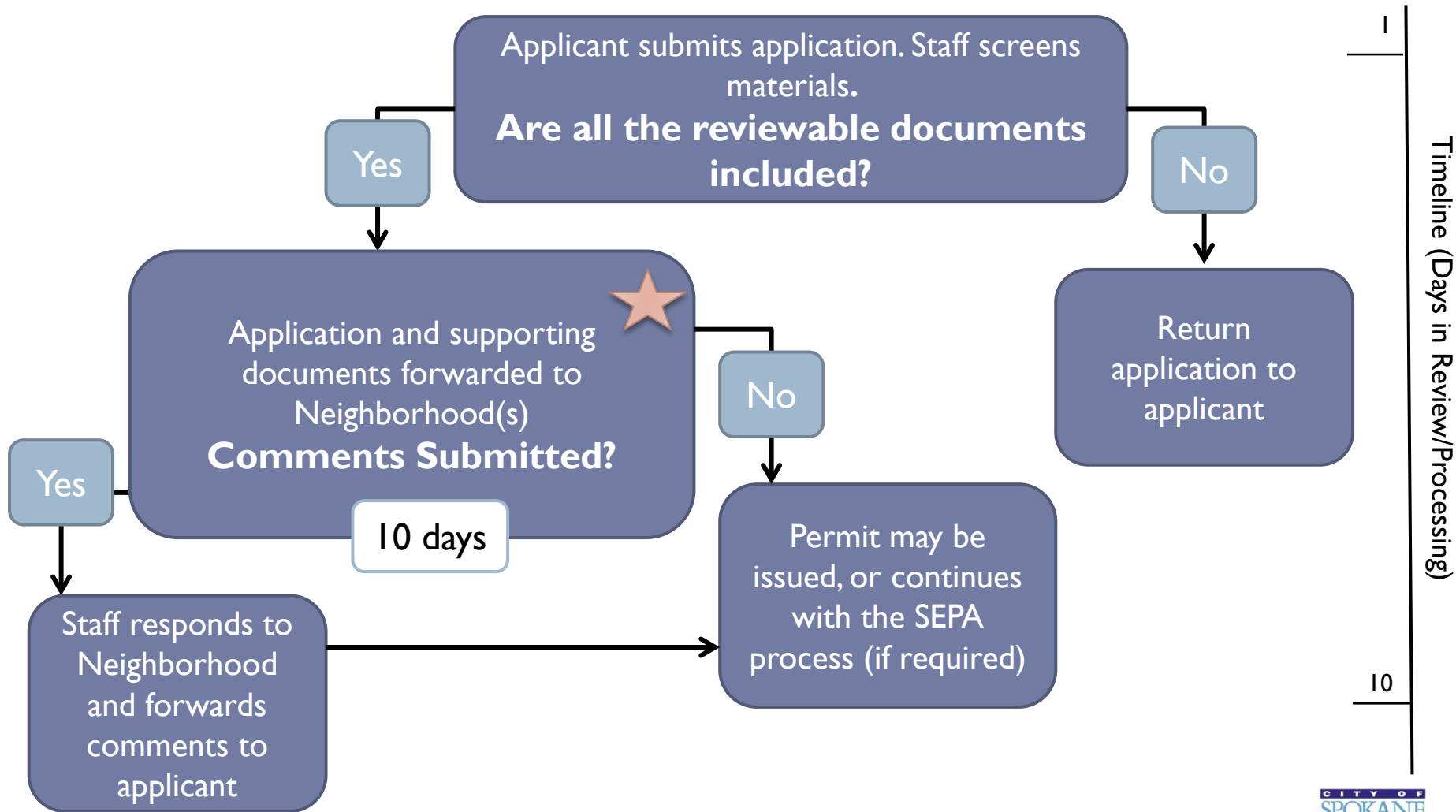
Neighborhood Notification

- ▶ Neighborhood Chairs and Community Assembly Representatives will receive Notice of Application for the following types of applications:
 - ▶ Demolition Permits
 - ▶ Type I Permits w/ SEPA
 - ▶ Type II Permits
 - ▶ Type III Permits

*See Table 17G.060-3 for a list of specific applications included.



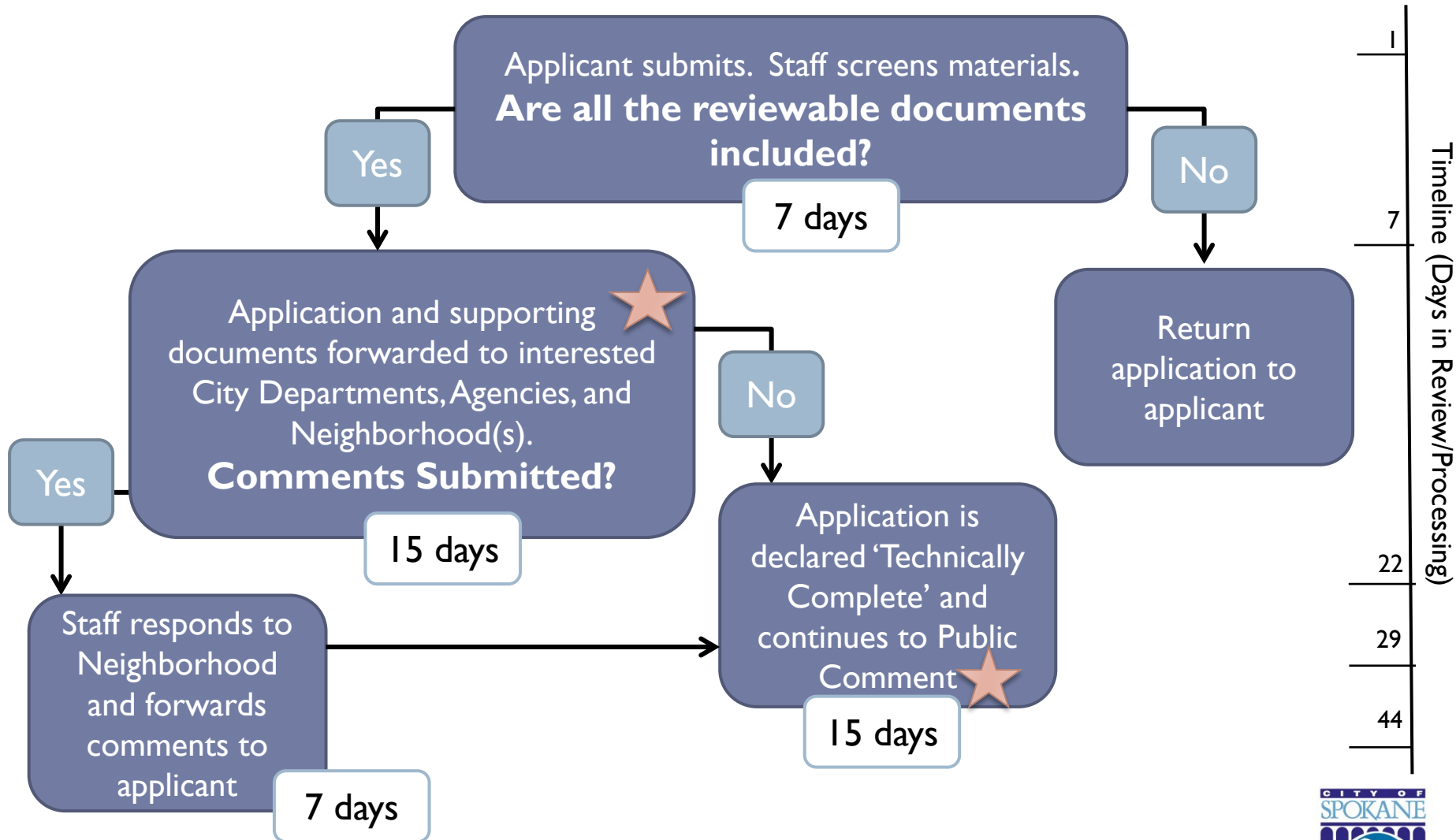
Demolition Permit Notification Process



★ Indicates stages when Neighborhoods can provide comments

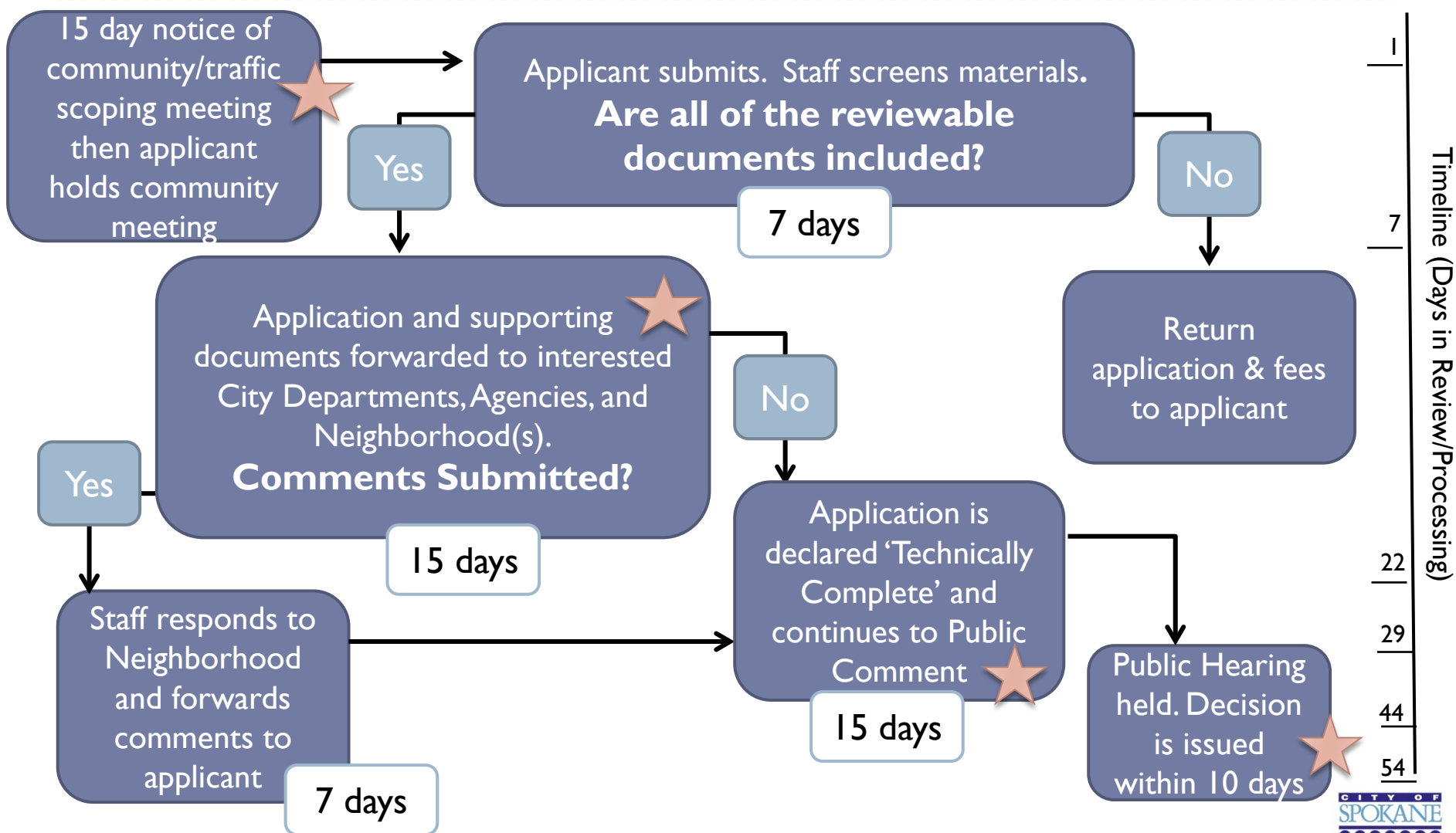


Type II Application Notification Process



★ Indicates stages when Neighborhoods can provide comments

Type III Application Notification Process



★ Indicates stages when Neighborhoods can provide comments



Neighborhood Council Responsibility

▶ Research

- ▶ All City Project List - My.spokanecity.org/projects
- ▶ Citizen Access Online (view online records) – aca.spokanepermits.org

▶ Commenting on a Project

- ▶ Comments should be consolidated and submitted as one voice and forwarded to the staff contact through the Neighborhood Chair.
- ▶ Comments need to relate to decision criteria, evidence, information from studies, etc.

▶ Keep Neighborhood Contacts Current



Pre-Application

Pre-Development Meetings

- ▶ Departments represented:
 - Planning
 - Building
 - Fire
 - Engineering
 - Streets/Traffic
 - Water/Sewer
 - Urban Forestry
 - Health Department (if applicable)
- ▶ Provides the applicant with City, County, and State regulatory requirements, the application process, and procedural submission requirements
- ▶ The comprehensive set of notes are available to the public through Citizen Access Online.
- ▶ Pre-Development meetings are not project approvals



Contact Information

- ▶ **Development Services Center**
 - ▶ City Hall 3rd Floor – 8am-5pm
- ▶ **Planning | 625-6188**
- ▶ **Building | 625-6114**
- ▶ **General Questions | 625-6300**

