



# Emerson-Garfield Neighborhood Council

Agenda for June 8, 2016 at Corbin Senior Center

- Call to order — meeting begins at **6pm** with meeting to follow
- Quorum verification
- Approval of May minutes
- Additions or changes to agenda

## Guest Speakers

- Nathan Gwinn, Assistant Planner, City of Spokane to talk about the Infill Housing Development Project

## Action Items

- Meeting in July?

## Discussion Items

- Infill Development Discussion
- Spring Clean Up

## Reports

- Building Stronger Neighborhoods (E.J. Iannelli)
- Corbin Senior Center (Laura Schlangen)
- Community Assembly (Jay Cousins)
- CA Community Development (Tim Musser)
- Land Use Committee (Barb Biles)
- Pedestrian, Traffic & Transportation (PeTT) Committee (Carlie Hoffman)
- Rental Housing Stakeholders Group (*rep needed*)
- West Quadrant TIF (Megan Kennedy)

## ANNOUNCEMENTS

The neighborhood council next meets on **Wednesday, ?**.



# Infill Development Conversation Kickoff

## Project Needs

The City of Spokane requests that your neighborhood council, or an appropriate neighborhood council committee, engage in a short discussion to help identify important issues or themes for Spokane's Infill Development Project. The project is needed to assess current infill development tools and assess what further strategies might be recommended by a subcommittee of the City's Plan Commission. The strategies should be designed to maintain and encourage attractive neighborhood character and be consistent with other adopted policy.

## Project Goals

- Communicate and review today's development standards and tools with descriptive graphics to illustrate implementation potential.
- Develop recommendations to increase clarity and effectiveness of existing residential infill regulations.
- Explore opportunities to better promote and encourage infill housing development in desired locations through potential changes in policies, code amendments, education and promotion strategies, and/or incentive programs.
- Evaluate what, if any, further changes are needed to implement the City's Comprehensive Plan policies, and neighborhoods' visions as reflected in adopted neighborhood and subarea plans, for development of vacant or underdeveloped lots and parcels within an already built-up area.
- Establish a system to monitor trends in permit counts and valuation by area, and evaluate performance relative to the economy.

## Tentative Project Schedule

We will collect the neighborhood council discussion summaries, combine them with the comments received from the focus groups, and send to a steering committee for review in mid-July. Please see page 2 for a list of discussion questions and instructions for responding to this Conversation Kickoff. Below is a draft schedule.

<b>May 6 – July 14, 2016</b>	Opportunity to reach out to your neighborhood and kickoff the conversation on Infill Housing (discussion and response).
<b>May 17 – June 30, 2016</b>	City staff hosts focus group meetings with a variety of infill housing stakeholder representatives (see Public Participation Plan for more detail).
<b>June 23, 2016</b>	<b>Send contact information to <a href="mailto:ngwinn@spokanecity.org">ngwinn@spokanecity.org</a> for one designated Neighborhood Council representative to attend the June 30, 2016 focus group meeting.</b>
<b>June 30, 2016</b>	City staff hosts focus group meeting for representatives selected by neighborhood councils. <i>The meeting will be held Thursday, June 30, 2016, from 5:30 to 7:30 PM in the City Council Briefing Center, Lower Level City Hall, 808 W. Spokane Blvd., Spokane, WA</i>
<b>July 14, 2016</b>	<b>Neighborhood councils send requested Kickoff Conversation summaries to <a href="mailto:ngwinn@spokanecity.org">ngwinn@spokanecity.org</a></b>
<b>Late July, 2016</b>	July Steering Committee Workshop
<b>August, 2016</b>	August Steering Committee Workshop
<b>August, 2016</b>	Open House
<b>September, 2016</b>	Steering Committee Recommendation Meeting
<b>Late September – October, 2016</b>	City Plan Commission & City Council Workshops & Public Hearings

# Neighborhood Council Discussion Guide

Please use this discussion guide to participate in the Infill Development

- Why:** Understanding different neighborhood perspectives regarding infill housing will help to frame context-sensitive infill development tools and recommendations, as may be needed to maintain unique neighborhood character while implementing the City's Comprehensive Plan policies, and the neighborhoods' visions, as reflected in their adopted neighborhood and subarea plans.
- Background:** Infill development is development on vacant lots and parcels within an already built-up area. In addition to vacant sites, the Infill Development Project will consider infill development opportunities on some underdeveloped sites, such as surface parking lots.
- Depending on what uses are allowed on the site, infill can take many forms—it could be a small, single home, or multiple attached or detached dwellings (such as a cluster of cottage housing), or a larger, mixed-use or commercial project. This development can help the city meet its goal of providing a variety of housing options and over time help neighborhoods attract investment. Existing and new commercial uses are supported through higher density near centers and new subdivisions that include services.
- Questions:** We have prepared a few questions to assist you in facilitating a discussion with your neighborhood council or committee:
1. What has been your neighborhood's experience with infill development, if any?
  2. What do you see as opportunities for infill development in the neighborhood? Please be as specific as possible: –What type of development? (cottage housing, accessory dwellings, townhouses, multifamily, mixed use, etc.) –Where? –What form?
  3. What are your concerns related to infill development?
  4. What are the challenges that you see in encouraging infill development, as it is envisioned in your neighborhood?
  5. Are there other opportunities, challenges, or concerns related to infill development that haven't been covered already in the discussion?
  6. What are other communities doing to create good infill development that you would like to see in Spokane? What are some good examples you have seen around the city?
- When:** Final responses from each neighborhood council are requested by **Thursday, July 14<sup>th</sup>**. Check the project website or get on our email list for exact dates and notification of other opportunities to get involved. A draft schedule is shown on page 1 of this document.
- How:** Please send a brief summary of your discussion to Nathan Gwinn at [ngwinn@spokanecity.org](mailto:ngwinn@spokanecity.org). For questions, please call 625-6893.
- Resources:**
- Project Web Page [my.spokanecity.org/projects/infill-housing-strategies-infill-development/](https://my.spokanecity.org/projects/infill-housing-strategies-infill-development/)
  - Infill Development Public Participation Program
  - Spokane Infill Housing Toolkit Handouts (6)  
Available online: [my.spokanecity.org/business/residential/development-options/](https://my.spokanecity.org/business/residential/development-options/)
  - Spokane City Map: [maps.spokanecity.org/](https://maps.spokanecity.org/)

**Thank you!**



## Accessory Dwelling Unit: Overview

Planning & Development Services | P: 509.625.6300 | E: bdsinfo@spokanecity.org

Spokane Municipal Code § 17C.300

### Definition

**Accessory Dwelling Unit (ADU):** A separate additional living unit, including separate kitchen, sleeping, and bathroom facilities, attached or detached from the primary residential unit, on a single-family lot. ADUs are known variously as: "Mother-in-law apartments," "Accessory apartments," or "Second units."

### What zones can this tool be used in?

Zoning	RA	RSF	RSF-C	RTF	RMF	RHD
Accessory Dwelling Unit	✓	✓	✓	✓	✓	✓

### What housing types are allowed?

Attached and detached accessory dwelling units are permitted with the following limitations:

1. Only one ADU is allowed per lot as an accessory use to a single-family home.
2. A detached ADU must either be combined with a garage or shall be the only detached structure in the rear yard setback area.

### How do I apply for an ADU?

1. Submit an ADU application and fee.
2. Receive an ADU application approval letter
3. Submit this letter to be recorded at the County Auditor's Office as a deed restriction
4. Submit a conformed copy of the recorded letter to the City's Planning Dept. prior to the issuance of a building permit or safety inspection.
5. Obtain a building permit and certificate of occupancy  
*[Complete ADU Application Procedures]*

### Development Standards

**Min. Lot Size:** 5,000 sq.

**Bulk Limitations:** The ADU cannot be larger than the primary dwelling unit. The building coverage of all detached accessory structures may not exceed 15% of total lot area.

### Development Standards Continued

#### ADU Size Requirements:

	Min. Size	Max. Size
Internal ADU*	250 sq.	800 sq.
Detached ADU	N/A	600 sq.

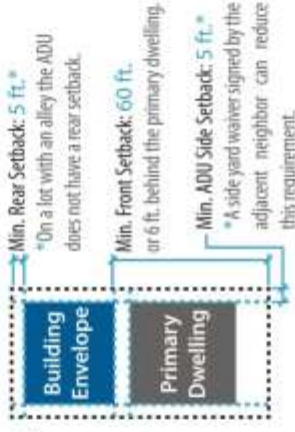
\*The footprint of the principal structure, excluding an attached garage, must be not less than 800 sq. Internal ADUs may not exceed 50% of the total square footage of the principal structure's building footprint.

#### Max. Building Height:

	Max. Wall Height	Max. Roof Height
Detached ADU	10 ft.	20 ft.
Detached ADU Over Accessory Building	16 ft.	23 ft.

**Parking:** ADUs require one additional parking space. Existing required parking for the house (one space) must be maintained or replaced on-site.

#### Setbacks:



**Occupancy:** The owner of the property shall occupy one of the units as their principal residence and must occupy the dwelling unit for more than six months of each year.  
*[Occupancy Requirement]*

**Other Development Standards:** ADUs must adhere to Site Development Standards relating to Conversion of Existing Detached Structures, Windows, Floor Area Ratio, Entrances, Finishes, and Utilities. *[ADU Development Standards]*



▲ Detached ADU | Courtesy of [accessorydwellings.org](http://accessorydwellings.org)



▲ Detached ADU Over Accessory Building | West Central - Spokane, WA

#### References:

**Spokane Municipal Code (SMC)**  
*[Accessory Dwelling Units SMC § 17C.300]*  
*[Accessory Structures SMC § 17C.110.225]*

#### Design Inspiration

*[City of Seattle - A Guide to Building a Backyard Cottage]*  
*[AccessoryDwellings.org]*

General standards are shown. Please refer to the Land Use Code for exceptions and specific regulations. Generally, all points of the building reviewed under the Residential building code will be required to be within 150 feet of a curb for fire access, or will require fire suppression sprinklers.

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## Spokane Infill Housing Toolkit





## Attached Housing / Duplex: Overview

Planning & Development Services | P: 509.625.6300 | E: bdsinfo@spokanecity.org

Spokane Municipal Code § 17C.110.310

### Definition

**Attached Housing:** Two or more dwelling units that are single-family residences on individual lots attached by a common wall at a shared property line. These include: Townhouses, Row houses, and other similar structures.

**Duplex:** A building that contains two primary dwelling units on one lot. The units must share a common wall or common floor/ceiling.

### What zones can these tools be used in?

Zoning	RA	RSF	RSF-C	RTF	RMF	RHD
Attached Housing	✓	✓	✓	✓	✓	✓
Duplex	✗	✗	✗	✓	✓	✓

[Housing Types Allowed Table]

### Lot Development Standards

Each house must be on a lot that complies with the lot development standards in the base zone as provided in [SMC Table 17C.110-3].

### Development Standards

Number of Attached Units:

RA, RSF and RSF-C Zones  
> 2 Requires a PUD



RTF Zone

> 8 Requires a PUD



RMF and RHD Zones

No limit to the number of attached houses that may have common walls.



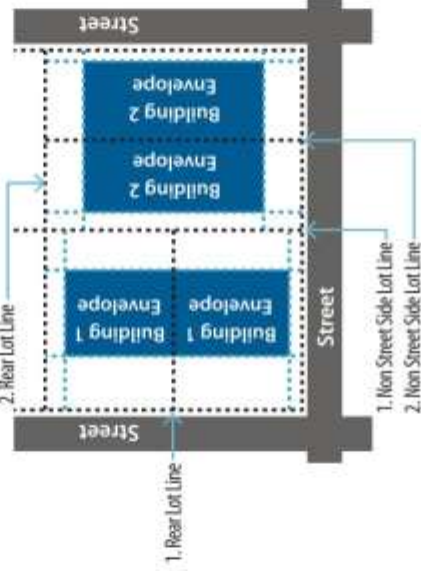
### Development Standards Continued

Setbacks:

**Interior lots** - The side building setback on the side containing the common wall is reduced to zero. The side-building setbacks on the side opposite the common wall must be double the side setback standard of the base zone.

**Corner lots** - Either the rear setback or non-street side setback may be reduced to zero. However, the remaining street side lot line setback must comply with the requirements for a standard side or rear setback.

Example Site Setbacks:



### Design Standards

**Attached Housing and Duplexes:** Attached Housing and Duplexes are subject to the design standards of [SMC § 17C.110.310].

**Multi-family:** Multi-family residential buildings containing three or more units are subject to the design standards of [SMC 17C.110.400-465].



▲ Browne's Addition Townhouse Style Units | Spokane, WA



▲ Kendall's Ranch Townhouse Style Units | Spokane, WA

### References:

**Spokane Municipal Code (SMC)**  
(Attached Housing, Detached Houses on Lots Less Than Forty Feet Wide, And Duplexes SMC § 17C.110.310)

**Design Inspiration**  
(Portland - Infill Design Toolkit)  
(Portland Courtyard Housing Design Competition)

General standards are shown. Please refer to the Land Use Code for exceptions and specific regulations. Generally, all points of the building reviewed under the Residential building code will be required to be within 150 feet of a curb for fire access, or will require fire suppression sprinklers.

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## Spokane Infill Housing Toolkit





## Cottage Housing: Overview

Planning & Development Services | P: 509.625.6300 | E: bdsinfo@spokanacity.org

Spokane Municipal Code § 17C.110.350

### Definition

**Cottage Housing:** A grouping of small, single family dwelling units clustered around a common outdoor space and developed with a coherent plan for the entire site. [\[Link to Full Definition\]](#)

### What zones can this tool be used in?

Zoning	RA	RSF	RSF-C	RTF	RMF	RHD
Cottage Housing	✓	✓	✓	✗	✗	✗

In addition, cottage housing development lot sizes must be 1/2 acre or larger.

### What housing types are allowed?

One- and two-story detached single-family residences.

Cottage housing shall be developed on a single site either as rentals or as condominiums.

### How do I apply for Cottage Housing?

Cottage housing is allowed by Type II Conditional Use Permit in the RA and RSF zones, subject to compliance with the Site Development Standards and Building Design Standards.

[\[Type II Conditional Use Permit Procedures\]](#) / [\[Conditional Use Permit\]](#)

### Density

Min. Lot Density: 6 Units Per Lot

Max. Lot Density: 12 Units Per Acre

Density Calculation:

$$\text{Density} = \left( \frac{\text{Number of Units}}{\text{Gross Development Area}} \right)$$

### Design Standards

Cottage Housing developments must adhere to Design Standards relating to: Entrances, Building Facades, Building Form, and Porches. [\[Cottage Housing Design Standards\]](#)

### Site Development Standards

Min. Lot Size: 1/2 acre

Max Unit Floor Area: 1000 sf.

Max. First Floor Size: > 50% of Units should be ≤ 650 sf.

< 50% of Units should be ≤ 1,000 sf.

Max. Building Coverage: 40%

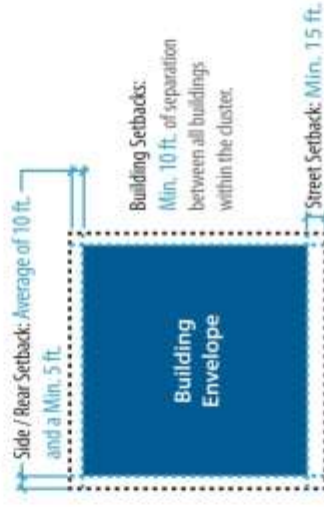
Max. Building Height: 18 ft.\*

\*Pitched Roofs may extend to 25 ft. with min. slope of 6:12.

Areas not included in the total floor area calculation:

- Unheated storage space under the main floor
- Architectural projections, such as bay windows, fireplaces; Utility closets no greater than 18 in. in depth or 6 ft. in width
- Attached roof porches (unenclosed)
- Detached garages or carports
- Spaces with ceiling height of 6 ft. or less measured to the exterior walls

Example Site Setbacks:



**Pedestrian Connectivity:** All buildings and common spaces shall be served by a pedestrian circulation system that connects to an existing or planned sidewalk, public sidewalk or trail system.

**Other Site Development Standards:** Cottage Housing developments must adhere to Site Development Standards relating to [Landscaping](#), [Open Space](#), [Fences](#), and [Parking](#). [\[Site Development Standards\]](#)



▲ The Cottage Company | Canover Commons Homes - Redmond, WA



▲ The Cottage Company | Greenwood Avenue Cottages - Shoreline, WA

### References:

**Spokane Municipal Code (SMC)**

[\[Cottage Housing SMC § 17C.110.350\]](#)

[\[Land Use Application Procedures SMC § 17G.060.070\]](#)

**Design Inspiration**

[\[City of Portland - Infill Design Toolkit | Courtyard Housing\]](#)

[\[The Cottage Company Website\]](#)

General standards are shown. Please refer to the Land Use Code for exceptions and specific regulations. Generally, all points of the building reviewed under the Residential building code will be required to be within 150 feet of a curb for fire access, or will require fire suppression sprinklers.

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## Spokane Infill Housing Toolkit





# Pocket Residential Development: Overview

Planning & Development Services | P: 509.625.6300 | E: bdsinfo@spokanecity.org

Spokane Municipal Code § 17C.110.360

## Purpose

The purpose of Pocket Residential Development (PRD) is to:

- Stimulate new compact infill housing that is compatible in scale and character to established surrounding residential areas.
- Create broader range of building forms for residential development and allow for frontage on to a private drive or walkway.

## What zones can this tool be used in?

Zoning	RA	RSF	RSF-C	RTE	RMF	RHD	O	OR	CC	CA	NR	CB	and GC
PRD	✗	✗											



[Zoning Map]

### Minimum Development Size:

RSF-C Zone: 8,700 sf. RTE Zone: 4,200 sf.

RMF and RHD Zones: 2,900 sf.

O, OR, CC, NR, CB, and GC Zones: No minimum

### Maximum Development Size: 1-1/2 acres

PRDs over one and a half acres must be approved as a planned unit development

## What housing types are allowed?

The housing types allowed in a PRD are those allowed in the underlying zone. [Housing Types Allowed Table]

## How do I apply for a PRD?

1. Attend a Predevelopment Conference  
[Pre-Development Guidelines] / [Pre-development Conference Application]
2. Follow the processes outlined in the Predevelopment Conference to achieve your specific development goals.

## Density

Min. and Max. Density: As allowed in the underlying zone.  
Development Density Calculation:

$$\text{Density} = \left( \frac{\text{Number of Units}}{\text{Gross Development Area}} \right)$$

## Development Standards

Min. Lot Size Within Development: No minimum lot size.

Max. Building Height: As allowed in the underlying zone.

Max. Building Coverage:

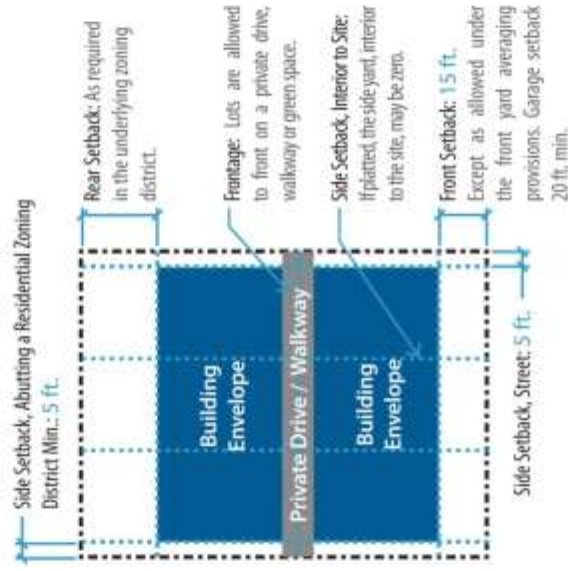
RSF-C and RTE: 40% RMF: 50% RHD: 60%

O, OR, CC, NR, CB, and GC: Unlimited

### Required Outdoor Area:

PRDs shall comply with the required outdoor area standards as required by the underlying zone. [Development Standards Table]

### Example Development Setbacks:



## Design Standards

PRDs must adhere to design standards relating to: Ground Level Access, Parking Lots, Lighting, Fencing, and Residential Building Design. [PRD Design Standards]



▲ Detached Residences with Frontage on Walkway | Kendall Yards - Spokane, WA



▲ Attached Residences | Kendall Yards - Spokane, WA

## References:

- Spokane Municipal Code (SMC)  
[Lot Size Requirements - SMC § 17C.110.200]  
[Pocket Residential Development - SMC § 17C.110.360]
- Design Inspiration  
[Portland - Infill Design Toolkit]  
[Portland Courtyard Housing Design Competition]

General standards are shown. Please refer to the Land Use Code for exceptions and specific regulations. Generally, all points of the building reviewed under the Residential building code will be required to be within 150 feet of a curb for fire access, or will require fire suppression sprinklers.

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## Residential Zoning: Overview

Planning & Development Services | P: 509.625.6300 | E: bdsinfo@spokanecity.org

Spokane Municipal Code (SMC) § 17C.110.030

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The residential zones—RA, RSF, RSF-C, RTF, RMF, and RHD—allow a wide-range of residential building types.

Below is a general summary of some of the basic regulatory parameters governing the intensity and scale of development allowed in each residential zone. [Characteristics of Residential Zones SMC § 17C.110.030]

The images are examples of projects in each zone—the upper images highlighting development at the upper limit of allowed building scale and the lower images showing projects at the lower end of intended development intensity.



### RA | Residential Agricultural

Allowed Density (1)	
Max:	1 unit per 4,350 sq. ft. or 10 units per acre
Min:	1 unit per 11,000 sq. ft. or 4 units per acre
Min. Lot Size:	7,200 sq. ft.
Max. Building Height:	35 ft.
Minimum Building Setbacks (2):	
Front / Side:	15 ft. / 5 ft.
Rear:	25 ft.
Building Coverage (3): 40%	
Outdoor Area Per Unit: 250 sq. ft. Min. dimension: 12 ft. x 12 ft.	

### RSF / RSF-C | Residential Single Family RSF-Compact

Allowed Density (1)	
Max:	1 unit per 4,350 sq. ft. or 10 units per acre
Min:	1 unit per 11,000 sq. ft. or 4 units per acre
Min. Lot Size:	4,350 sq. ft. / RSF-C: 3,000 sq. ft.
Max. Building Height:	35 ft.
Minimum Building Setbacks (2):	
Front / Side:	15 ft. / 5 ft.
Rear:	15 ft.
Building Coverage (3): 2,250 sq. ft. + 35% for portion of lot over 5,000 sq. ft.	
Outdoor Area Per Unit: 250 sq. ft. Min. dimension: 12 ft. x 12 ft.	

### RTF | Residential Two-Family

Allowed Density (1)	
Max:	1 unit per 2,100 sq. ft. or 20 units per acre
Min:	1 unit per 4,350 sq. ft. or 10 units per acre
Min. Lot Size:	Varies
Max. Building Height:	35 ft.
Minimum Building Setbacks (2):	
Front / Side:	15 ft. / 5 ft.
Rear:	15 ft.
Building Coverage (3): 2,250 sq. ft. + 35% for portion of lot over 5,000 sq. ft.	
Outdoor Area Per Unit: 200 sq. ft. Min. dimension: 12 ft. x 12 ft.	

### RMF | Residential Multi-Family

Allowed Density (1)	
Max:	1 unit per 1,450 sq. ft. or 30 units per acre
Min:	1 unit per 2,900 sq. ft. or 15 units per acre
Min. Lot Size:	Varies
Max. Building Height:	35 ft. Typ.
Minimum Building Setbacks (2):	
Front / Side:	15 ft. / 5 ft.
Rear:	10 ft.
Building Coverage (3): 50%	
Outdoor Area Per Unit: 200 sq. ft. Min. dimension: 10 ft. x 10 ft.	

### RHD | Residential High Density

Allowed Density (1)	
Max:	No Maximum
Min:	1 unit per 2,900 sq. ft. or 15 units per acre
Min. Lot Size:	Varies
Max. Building Height:	35 ft. Typ.
Minimum Building Setbacks (2):	
Front / Side:	15 ft. / 5 ft.
Rear:	10 ft.
Building Coverage (3): 60%	
Outdoor Area Per Unit: 48 sq. ft. Min. dimension: 7 ft. x 7 ft.	

(1) Accessory Dwelling Units (ADUs) and Transitional Sites can exceed the maximum allowed density.

(2) Minimum required side setback for sites with less than a 40 ft. lot width: 3 ft. Minimum | Garage setbacks: 20 ft.

(3) Maximum building coverage for small lots: Lots 3,000 - 4,999 sq. ft. = 37.5% for portion of lot over 3,000 sq. ft. | Lots less than 3,000 sq. ft. = 50%

[Development Standards Table SMC § 17C.110-3]  
General standards are shown. Refer to the Land Use Code for exceptions and specific regulations.

## Spokane Infill Housing Toolkit





# Residential Single-family Compact Zoning: Overview

Planning & Development Services | P: 509.625.6300 | E: bdsinfo@spokanacity.org

Spokane Municipal Code § 17C.110.030

## Purpose

The purpose of Residential Single-family Compact (RSF-C) is to:  
Allow somewhat smaller lots in appropriate locations and to allow new development flexibility in achieving the maximum density of the residential 4-10 land use designation. This zone also allows Pocket Residential Development.

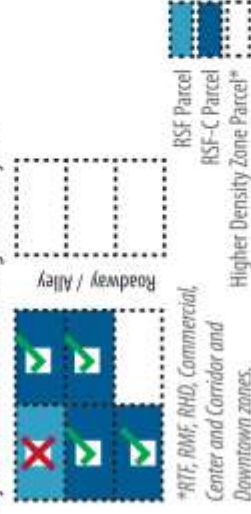
## Where can this zoning be used?

Areas that are designated residential 4-10 on the land use plan map of the comprehensive plan and satisfy one of the conditions listed below. (Land Use Map)

Within .25 mile of a CC Core



Adjacent to or Across from a Higher Density Use



## What housing types are allowed?

One- and two-story attached and detached single-family residences. (Housing Types Allowed Table)

## How to I apply for RSF-C Zoning?

1. Attend a Predevelopment Conference.
2. Conduct a community meeting regarding the proposed application.
3. Submit a Type III Land Use Application and fees.
4. Attend Public Hearing with the Hearing Examiner.

(Rezone Procedure for Type III Land Use Applications) / (Rezone Application)

## Density

Min. Lot Size: 3000 sf.

Min. Density: 4 Units/Acre Max. Density: 10 Units/Acre

Density Calculation:

$$\text{Density} = \left( \frac{\text{Number of Units}}{\text{Gross Development Area}} \right)$$

## Site Development Standards

Max. Roof Height: 35 ft. Max. Wall Height: 25 ft.

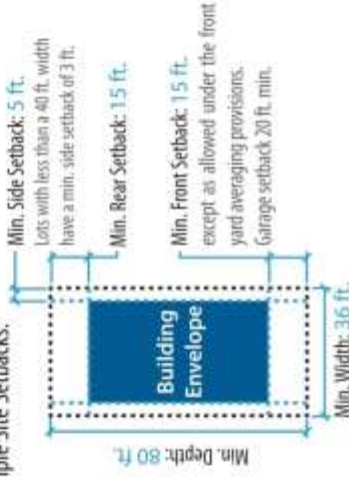
Floor Area Ratio (FAR): 0.5

FAR Attached Housing Development: 0.65

Max. Building Coverage:

Lots ≥ 5,000 sf.	2,250 sq. ft. + 35% for portion of lot over 5,000 sq. ft.
Lots 3,000 – 4,999 sf.	1,500 sq. ft. + 37.5% for portion of lot over 3,000 sq. ft.
Lots < 3,000 sf.	50%

Example Site Setbacks:



## Design Standards

Some development within the RSF-C Zoning must adhere to design standards relating to: Entrances, Building Facades, Building Form, and Landscaping. (RSF-C Design Standards)



▲ Small Lot Detached Home | Kendall Yards - Spokane, WA



▲ Attached Dwelling | Mainio Park - Spokane, WA

## References:

**Spokane Municipal Code (SMC)**  
(Lot Size Requirements - SMC §17C.110.001)  
(Characteristics of Residential Zones - SMC §17C.110.030)  
**Design Inspiration**  
(Partland - Infill Design Toolkit)

General standards are shown. Please refer to the Land Use Code for exceptions and specific regulations. Generally, all points of the building reviewed under the Residential building code will be required to be within 150 feet of a curb for fire access, or will require fire suppression sprinklers.

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## Spokane Infill Housing Toolkit