

City of Spokane Valley Restaurant Location Selection Worksheet



Use this worksheet to help evaluate a potential location before you sign a lease.

Address: _____

Note areas where time or cost will be required for this location to comply with regulatory requirements.

1. Zoning		Rating:								
Identify the type of City of Spokane Valley land use category/categories my restaurant will be assigned.										
<input type="checkbox"/> Full-service Restaurants <input type="checkbox"/> Drive-through Restaurants <input type="checkbox"/> Espresso Establishments <input type="checkbox"/> Taverns/Nightclubs		<table border="1"> <tr> <td>Yes</td> <td>Maybe</td> <td>No</td> </tr> <tr> <td colspan="3">Notes</td> </tr> </table>			Yes	Maybe	No	Notes		
Yes	Maybe	No								
Notes										
Does this location's zoning allow my type of restaurant?		Yes	No							
<ul style="list-style-type: none"> <i>If no, consider a different location</i> Requesting zoning changes can be very expensive and take several months to a year 										
Does the permitted use match my need?		Yes	No							
<ul style="list-style-type: none"> <i>If no, a Change of Use Permit may be required.</i> A Change of Use Permit may require extra time and expenses; consult with the Permit Center to determine the appropriate process. 										
Does this location have any existing land use restrictions?		Yes	No							
<ul style="list-style-type: none"> <i>If yes, can my restaurant meet all the conditions listed in the current permit?</i> 		Yes	No							
2. Occupancy		Rating:								
Does the type of business and maximum occupancy specified on this location's Certificate of Occupancy meet my needs?		Yes	No	<table border="1"> <tr> <td>Yes</td> <td>Maybe</td> <td>No</td> </tr> <tr> <td colspan="3">Notes</td> </tr> </table>	Yes	Maybe	No	Notes		
Yes	Maybe	No								
Notes										
<ul style="list-style-type: none"> <i>If no, a change in occupancy may be required.</i> Changing the permitted occupancy may also require light safety, exiting and building improvements. 										
3. Parking		Rating:								
Does the parking area need to be modified to meet city codes and accessibility requirements?		Yes	No	<table border="1"> <tr> <td>Yes</td> <td>Maybe</td> <td>No</td> </tr> <tr> <td colspan="3">Notes</td> </tr> </table>	Yes	Maybe	No	Notes		
Yes	Maybe	No								
Notes										
<ul style="list-style-type: none"> <i>If yes, additional permits are required to complete parking modifications.</i> 										
4. Waterfront		Rating:								
Is this location within 200 ft of a shoreline?		Yes	No	<table border="1"> <tr> <td>Yes</td> <td>Maybe</td> <td>No</td> </tr> <tr> <td colspan="3">Notes</td> </tr> </table>	Yes	Maybe	No	Notes		
Yes	Maybe	No								
Notes										
<ul style="list-style-type: none"> <i>If yes, a Shoreline Substantial Development Permit or Conditional Use Permit may be required before a Building Permit can be issued. Shoreline Master Program regulations affecting use and vegetation removal may apply.</i> 										

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5. Serving Alcohol			Rating:					
Can this location meet the criteria for obtaining a state liquor license?			Yes	No	Yes			
Serving alcohol requires a liquor license; both the location and applicant must meet the criteria for obtaining a liquor license; 60-90 days for approval					Maybe			
Notes:			Rating:					
6. Fire Safety			Yes	Maybe	No			
What will the maximum occupancy be in this location after renovations (if any)?			Notes					
<ul style="list-style-type: none"> Occupancy under 49 Occupancy under 100 		<ul style="list-style-type: none"> Occupancy 100+ Occupancy 300+ 						
Occupant load and group classification is determined by the plans examiner in the Permit Center and is based on the type of business, the size of the space that the business will use/occupy, and how many people can safely be in the space								
Does this location have enough exits?			Yes	No				
Occupancy of 49+ required two exits from the space.								
Will I need a fire sprinkler system?			Yes	No				
Sprinklers are typically required for restaurants with an occupancy of 100+ and/or 5,000+ ft ² , locations above the ground, and all establishments with 350+ ft ² for dancing or viewing performers.								
Is the sprinkler system in this location adequate?			Yes	No				
<ul style="list-style-type: none"> If no, is it feasible to install or upgrade the fire sprinkler system? 								
Will I need a fire alarm system?			Yes	No				
Occupancy over 300 requires a fire alarm system.								
Is the fire alarm system in this location adequate?			Yes	No				
<ul style="list-style-type: none"> If no, is it feasible to install or upgrade the fire alarm system? 								
7. Alterations & Renovations			Rating:					
Will I need to do any work on this building?			Yes	No	Yes			
<ul style="list-style-type: none"> If yes, renovations and remodels require various permits. 								
All alterations must meet safety and fire codes, and barrier-free requirements. Some projects may require seismic upgrades to the building structure.								
Will renovations involve structural changes or exceed 50% of the total floor area?			Yes	No				
<ul style="list-style-type: none"> If yes, it may be necessary to bring the building up to new construction standards. 								
Will this location require site improvements?			Yes	No				
If you are expanding the building footprint, changing the use, or improving vacant land, your project may be required to provide dedications and/or border easements for public streets and make improvements. These improvements may include pavement widening, curb, gutter, grassy swale and sidewalk.								
8. Kitchen Exhaust System			Rating:					
Will my menu require kitchen exhaust hoods?			Yes	No	Yes			
<input type="checkbox"/> No hood(s) <input type="checkbox"/> Type I hood(s) with fire suppression: grease and smoke <input type="checkbox"/> Type II hood(s): steam, heat, and odor								
Notes			Notes					
Does this location have the Type I exhaust hood(s) with fire suppression I need?			Yes	No				
<ul style="list-style-type: none"> If no, ensure that a Type I hood vent can be installed to code. 								
Does this location have the Type II exhaust hood(s) I need?			Yes	No				

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9. Noise				Rating:		
Will I be able to mitigate noise issues to meet code due to the following:				Yes	No	Yes
<input type="checkbox"/> Mechanical units (HVAC, refrigerant, etc.) <input type="checkbox"/> Outdoor seating <input type="checkbox"/> Music near residential locations				Maybe		
				No		
				Notes		
10. Grease Treatment				Rating:		
Does this location have the necessary grease treatment equipment for my menu and the volume of food service?				Yes	No	Yes
<ul style="list-style-type: none"> • <i>If no, is installation feasible?</i> <p>A grease removal device is required in all new or remodeled restaurants that require a plumbing permit.</p>				Maybe		
				No		
				Notes		
11. Signs				Rating:		
Will I need to install, alter or repair a sign or awning in this location?				Yes	No	Yes
<ul style="list-style-type: none"> • <i>If yes, permits may be needed for normal and electrical signage.</i> 				Maybe		
				No		
				Notes		
12. Adequate Utility Services				Rating:		
Are utility capabilities sufficient at this location (especially if adding new equipment or sprinklers)?				Yes	Maybe	No
<input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Water <input type="checkbox"/> Sanitary Sewer				Notes		
Check with utility providers for more information.						
Notes						

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