



Bicycle Advisory Board

Tuesday November 21, 2023 – 6:00 PM to 7:30 PM

HYBRID – TELECONFERENCE AND IN-PERSON

VIRTUAL LOCATION:

MS Teams ([Link Here](#) and at Bottom of Agenda)

IN-PERSON LOCATION:

City Council Briefing Center, Spokane City Hall - Basement
808 W. Spokane Falls Blvd.
Spokane, WA 99201



Staff Liaisons: Ryan Shea (509) 625-6087 rshea@spokanecity.org
Inga Note (509) 625-6331 inote@spokanecity.org

6:00 – 6:15 Board Briefing Session:

- 1) Roll Call
- 2) [Approve September 19 & October 17 2023 minutes](#)
- 3) Liaison Reports
- 4) Chair Report
- 5) Staff Liaison Updates

6:15 – 7:30 Informational, Discussion and/or Action Items:

- 1) Bike Priority Network Update
- 2) [Draft 2024/2025 Resurfacing Projects](#)
- 3) [Vacation of Right-of-Way Proposal – Normandie St. and Waverly Pl.](#)

Next BAB meeting is scheduled for Tuesday December 19, 2023 at 6pm

Microsoft Teams Meeting

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Bicycle Advisory Board - Draft Minutes

September 19, 2023

City Council Briefing Center

Meeting Minutes: Meeting called to order at 6:05 PM by Grant Shipley

Attendance:

- *Board Members Present* Grant Shipley (Chair), Christina Ramirez, Charles Greenwood, Taylor Stevens, Aren Murcar, Satish Shrestha, Pablo Monsivais, Lauren Pangborn, Karim Habib
- *Board Members Not Present:*
- *Quorum Present: Yes*
- *Staff Members Present:* Ryan Shea, Tyler Kimbrell

Public Comment:

Jeff Sevela commented on the quality of the restriping Northwest Boulevard and proposed removal of the center turn lane at the next restriping opportunity. He also commented that the bike lanes are often congested or blocked.

Briefing Session:

Minutes from the August 15, 2023 meeting approved unanimously.

1. **Liaison Report** -

- Grant Shipley reported that CTAB is now meeting regularly, however no business was discussed at the latest meeting.
- Pablo Monsivais reported that there has not been a recent PCTS meeting.

2. **Chair Report** -

- None

3. **Staff Report** -

- Ryan Shea shared information on the upcoming Bike Town Hall with State Senator Andy Billig and Council Member Zack Zappone - noting it has been rescheduled for October 6th.

Workshops:

1. **Current Projects Update - Bike Priority Network & Bike Rack Installation**

- Presentation provided by Ryan Shea and Tyler Kimbrell
- Questions asked and answered
- Discussion ensued

2. **Membership Discussion**

- Discussion by the Bicycle Advisory Board

Meeting Adjourned at 7:18 PM

Next Bicycle Advisory Board Meeting scheduled for Tuesday, October 17, 2023

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or m_lowmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Meeting Adjourned at 7:33 PM

Next Bicycle Advisory Board Meeting scheduled for Tuesday, October 17, 2023

DRAFT

Note: Minutes are summarized by staff. A recording of the meeting is on file with Planning Services.

Bicycle Advisory Board - Draft Minutes

October 17, 2023

City Council Briefing Center

Meeting Minutes: Meeting called to order at 6:00 PM by Grant Shipley

Attendance:

- *Board Members Present* Grant Shipley (Chair), Christina Ramirez, Charles Greenwood, Taylor Stevens, Pablo Monsivais, Lauren Pangborn, Brian Falteisek,
- *Board Members Not Present:* Satish Shrestha, Aren Murcar, Karim Habib
- *Guests:* Paul Kropp, Jeff Sevela, Brad (Last Name Unknown)
- *Quorum Present:* Yes
- *Staff Members Present:* Ryan Shea, Colin Quinn-Hurst

Public Comment:

None

Briefing Session:

Minutes from the September 19, 2023 meeting approved with corrections.

1. Liaison Report -

- Grant Shipley reported that CTAB met recently. The board plans to discuss upcoming projects at the next meeting.
- Pablo Monsivais reported that he has not been receiving invites for PCTS meetings.

2. Chair Report -

- Grant Shipley reported that the Ben Burr Trail riding season is beginning, and he recommends board members find an opportunity to ride on it.
- Grant also reported on the paving improvements on 17th and Fiske and recommends further improvements from 15th to 11th Street.
- Grant expressed concerns with bicycle safety on 2nd and 3rd Avenue including the efficacy of the current HAWK signals.
- The Board conducted a brief discussion on the recent bicycle forum with State Senator Andy Billig.
 - Pablo Monsivais joined at the end of the chair report and retroactively gave his liaison report.

3. Staff Report -

- Bike Town Hall recap and overview of projects.

Workshops:

1. Current Projects Update: Spokane Falls Boulevard Redesign, Pacific Avenue Greenway, West Central Infrastructure, Division TOD/BRT, and Ben Burr Trail

- Presentation provided by Ryan Shea and Colin Quinn-Hurst
- Questions asked and answered
- Discussion ensued

2. WheelShare RFP

- Presentation provided by Ryan Shea
- Questions asked and answered
- Discussion ensued

Note: Minutes are summarized by staff. A recording of the meeting is on file with Planning Services.



STAFF REPORT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

To:	Bicycle Advisory Board
Subject:	Draft 2024/2025 Resurfacing Projects
Staff Contact:	Colin Quinn-Hurst, Associate Planner
Report Date:	November 14, 2023
Discussion Date:	For consideration at November BAB monthly meeting

I. SUMMARY

The City of Spokane has a Complete Streets Ordinance that mandates installation of planned bicycle facilities, as identified in the Bicycle Master Plan, when undertaking substantial street resurfacing projects.

II. RECOMMENDED ACTION

Review the locations under consideration for resurfacing and discuss bikeway treatment options to be incorporated with street re-striping following resurfacing.

III. BACKGROUND

A slate of potential chip seal and grind-and-overlay (G&O) has been drafted for the 2024 and 2025 construction seasons. This is a draft list and not all projects may be constructed. These projects are an opportunity for striping planned bike lanes as identified in the Bicycle Master Plan, consistent with the City's Complete Streets ordinance and the City's adopted Street Design Standards.

COMPLETE STREETS ORDINANCE

The City's Complete Streets Ordinance, adopted in Spokane Municipal Code Chapter 17H.020 – Complete Streets Program, defines Complete Streets and applicable street projects as follows:

A "Complete Street" is a road that is designed to be safe for drivers; bicyclists; transit vehicles and riders; and pedestrians of all ages and abilities. The "Complete Street Program" focuses not just on individual roads but on changing the decision-making process so that all users are routinely considered during the planning, designing, building and operating of all roadways.

"Street Project" means the construction, reconstruction, retrofit, maintenance, alteration, or repair of any Street, and includes the planning, design, approval, and implementation processes, except that "Street Project" does not include minor routine upkeep such as cleaning, sweeping, mowing, spot repair, or interim measures on detour routes. If safety and convenience can be improved within the scope of pavement resurfacing such as grind and overlay and restriping,

such projects shall implement Complete Streets as outlined in the adopted Bike Master Plan and Pedestrian Master Plan to provide access and increase safety for all users. Grind and overlay and restriping projects shall be limited to striping elements as called for in the Bike Master Plan and the City Pedestrian Plan. Signalization changes shall not trigger additional Complete Streets elements.

Source: Section 17H.020.020 Definitions:

<https://my.spokanecity.org/smc/?Section=17H.020.020>

Regarding implementation of the program, as defined in Section 17H.020.040 – Implementation, the Complete Streets Ordinance states:

All street projects shall include Complete Streets elements as called for in the Master Bike Plan and Pedestrian Plan. Complete Streets shall be achieved either through single projects or through a series of smaller improvements or maintenance activities over time. It is the City's intent that all allowable sources of transportation funding be drawn upon to implement Complete Streets projects. The City believes that maximum financial flexibility is important to implement Complete Streets principles. The City believes a Complete Streets program will increase connectivity for all modes of travel within the City.

The implementation of various Complete Streets elements will utilize the latest and best design criteria and the design of various complete streets components to be implemented shall be based on a context sensitive approach, with the analysis of the street's existing conditions, and the present/future needs for all users.

Source: Section 17H.020.040 Implementation:

<https://my.spokanecity.org/smc/?Section=17H.020.040>

STREET DESIGN STANDARDS

The City's updated Street Design Standards recommend 6-foot wide bike lanes with a striped buffer of 1.5-feet to 6-feet. These standards are defined on page 9 of Design Standards Chapter 3: Streets, Alleys, Bikeways, and Sidewalks – 2020, available at the following location on the City of Spokane's Business & Development Design Standards website:

<https://my.spokanecity.org/business/bid-and-design/design-standards/>

An excerpt of the applicable standards for bike lanes is shown below:

	Sidewalk Zone ^a	Buffer Zone ^{c,d}	Curb Zone	Opt. Shared Use Path ^e	Stormwater Management ^b	Curb Extensions/ Bus Bulbs ^f	Parking	Bicycle Lane ^g	Bicycle Buffer ^h
Downtown DTC, DTG, DTU, DTS; Form Based Code CA1, CA2, CA3, CA4									
Urban Principal Arterial	7	5	0.5	12	Varies	7	8	6	1.5-6'
Urban Minor Arterial	7	5	0.5	12	Varies	7	8	6	1.5-6'
Urban Major/Minor Collector	7	5	0.5	12	Varies	7	8	6	1.5-6'
Urban Local Access	7	5	0.5	12	Varies	NA	7	6	NA
Commercial O, OR, NR, NMU, CB, GC									
Urban Principal Arterial	7	5	0.5	12	10	7	8	6	1.5-6'
Urban Minor Arterial	7	5	0.5	12	10	7	8	6	1.5-6'
Urban Major/Minor Collector	7	5	0.5	12	10	7	8	6	1.5-6'
Urban Local Access	7	5	0.5	12	6.5	NA	7	6	NA
Residential RA, RSF, RSF-C, RTF, RMF, RHD									
Urban Principal Arterial	5	6	0.5	12	10	NA	8	6	1.5-6'
Urban Minor Arterial	5	6	0.5	12	10	NA	8	6	1.5-6'
Urban Major/Minor Collector	5	6	0.5	12	10	NA	8	6	1.5-6'
Urban Local Access	5	6	0.5	12	6.5	NA	7	6	NA
Industrial LI, HI, PI									
Urban Principal Arterial	5	6	0.5	12	10	NA	NA	6	3
Urban Minor Arterial	5	6	0.5	12	10	NA	8	6	3
Urban Major/Minor Collector	5	6	0.5	12	10	NA	8	6	1.5-6'
Urban Local Access	5	6	0.5	12	6.5	NA	7	6	NA

IV. DISCUSSION

ROLE OF THE BICYCLE ADVISORY BOARD

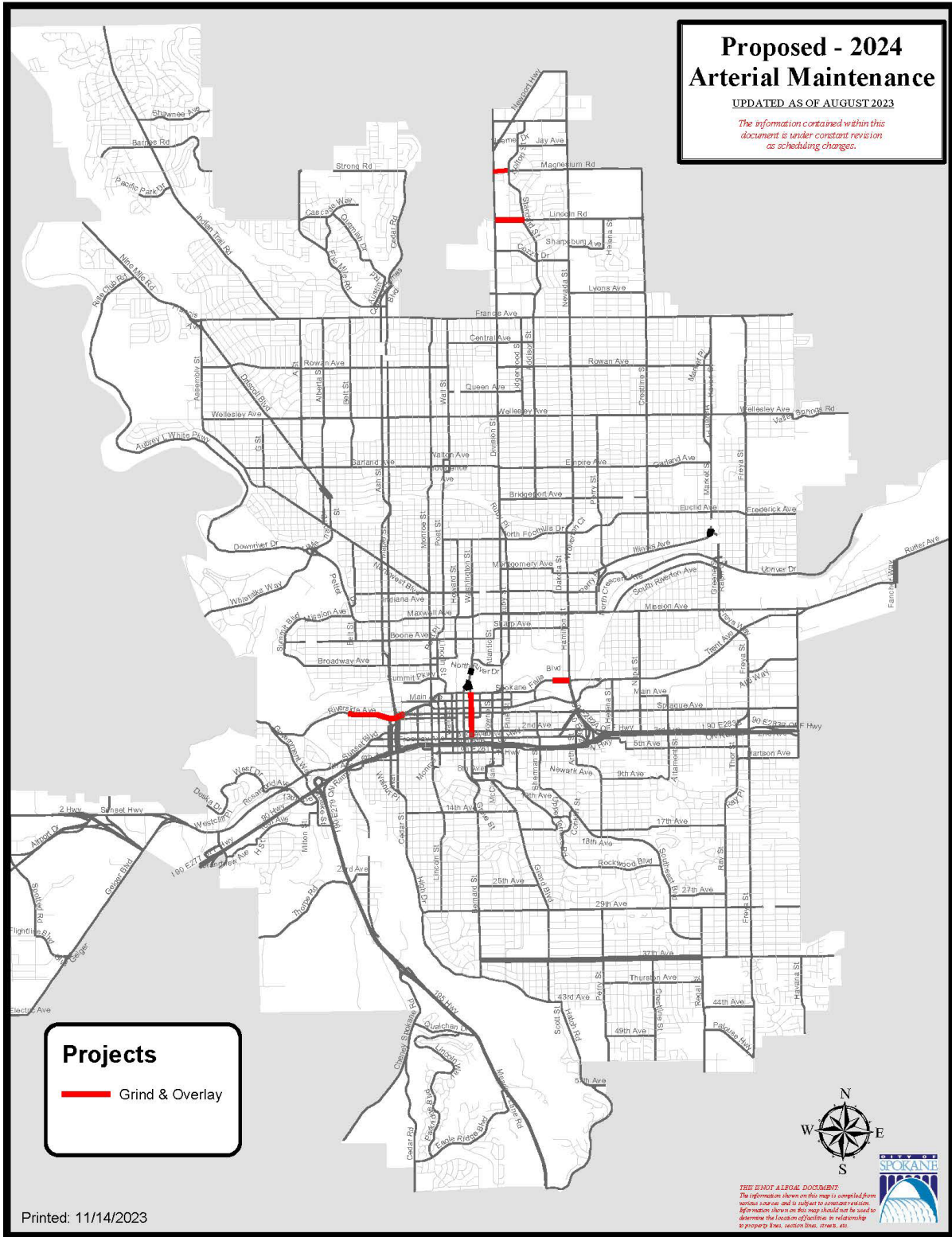
The BAB is tasked with a variety of functions within Spokane Municipal Code [SMC 04.16.030](#). Function B. states that it is BAB’s responsibility “to review proposals and plans for spot improvements and bikeways and provide timely comments to affected agencies.” To that end, for this meeting, staff requests that the BAB make consider bike lane options for the identified street segments.

LOCATIONS UNDER CONSIDERATION

- Lincoln Road – Division Street to Standard
 - o No bike lanes currently, but called for in Bicycle Master Plan
 - o Would require 4-lane to 3-lane conversion: one travel lane in each direction with center turn lane and bike lanes consistent with Street Design standards.
 - o Discussed previously with Streets and there was acknowledgement that a lane reallocation is suitable here

- Washington Street – 3rd Avenue to Spokane Falls Boulevard
 - o Bike lanes proposed from 3rd Avenue to 1st Avenue to connect with planned bike lanes 1st Avenue, repurposing existing eastern 4th travel lane to become a bike lane.
 - o Timing: 2024 construction season

- Magnesium Road – Division Street to Standard
 - o Existing bike lanes that could be widened and enhanced at intersections with re-striping.





STAFF REPORT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

To:	Bicycle Advisory Board
Subject:	Normandie Street Right-of-way Vacation
Staff Contact:	Ryan Shea, Planner II
Report Date:	November 16, 2023
Hearing Date:	TBD for City Council. BAB Consideration at their April 18 th Regular Meeting

I. SUMMARY

The City of Spokane has received an application for the vacation of right-of-way that has potential to impact connectivity active transportation modes. Staff requests comments from the Bicycle Advisory Board.

II. RECOMMENDED ACTION

To review the staff report and attached comments and provide a recommendation that staff can include with the application prior to a public hearing.

III. BACKGROUND

Planning Services staff received a request on October 25th from the Development Services Center (DSC) for any comments on the right-of-way vacation request. The request is slated to go before City Council at a time TBD. Comments are required to be into the DSC by November 22.

IV. PROCESS

ROLE OF THE BICYCLE ADVISORY BOARD

The BAB is tasked with a variety of functions within Spokane Municipal Code [SMC 04.16.030](#). Function B. states that it is BAB's responsibility "to review proposals and plans for spot improvements and bikeways and provide timely comments to affected agencies." To that end, for this meeting, staff requests that the BAB make a motion to provide a recommendation of denial, approval, or approval with conditions. This is not a public hearing.

THE PROCESS FOR VACATING STREETS, ALLEYS, AND OTHER PUBLIC RIGHTS-OF-WAY

1. Application: An application is filed with the city at the Development Services Center (DSC). Application must be signed by the property owners representing at least 66 2/3% of the frontage bordering the right-of-way to be vacated. 100% is recommended.
2. Proposal is reviewed by the DSC and sent out to all concerned City departments and private utilities requesting comments.
3. Public Hearing: After all comments are received a date for a hearing is set for a public hearing before the City Council.
4. Payment for Land.
5. City Council Action: The adoption of an ordinance to finalize the process. Land goes to the adjoining property owners on each side of the vacation.

COMMENTS RECEIVED THUS FAR

PLANNING & ECONOMIC DEVELOPMENT – Street connectivity is an important aspect of a robust transportation system. The City's Comprehensive Plan includes *TR Goal E: Respect Natural & Community Assets*. This goal states:

"Protect natural, community, and neighborhood assets to create and connect places where people live their daily lives in a safe and healthy environment."

The well-connected street network in this area is an example of a community asset that connects people to other neighborhood amenities.

Furthermore, Policy TR 2 of the Comprehensive Plan reads:

"Maintain an interconnected system of facilities that allows travel on multiple routes by multiple modes, balancing access, mobility and place-making functions with consideration and alignment with the existing and planned land use context of each corridor and major street segment."

The interconnectedness of the street network enhances the quality of life in this area by providing multiple routes for various modes of transportation.

It is unclear whether there is any proposed community benefit associated with this street vacation. In the absence of a clear community benefit, the removal of a roadway that provides street connectivity in the vicinity of a park would not advance the goals of the Comprehensive Plan. The Planning Department strongly recommends against vacation of this right of way.

V. ANALYSIS

PROPOSAL DESCRIPTION

The applicant is requesting the vacation of a half-block segment of Normandie Street between Cleveland Avenue and Waverly Place near Corbin Park in North Spokane. The dimensions of the relevant area are roughly shown in the below image.



Printed by: edjohnson Print date: 10/25/2023

PLANNING CONTEXT

The City’s Bicycle Master Plan and its associated map do not identify the stretch of Normandie Street between Cleveland Avenue and Waverly Place as a bike route. However, the nature of the street as an extremely low-volume and low-speed local access street, as well as the nearby presence of Corbin Park within one block, indicate the importance of this street segment for connectivity. The street segment is also located within a dense urban residential neighborhood with high rates of walking, biking and rolling with other accessibility devices further underscores the importance of this street segment for multi-modal accessibility.

[The Bicycle Master Plan](#) has several relevant goals and objectives applicable to this vacation request:

- Bicycle Master Plan Policy BMP 1: Continually increase the bicycle mode share for all trips
- Policy BMP 2: Complete and maintain connected bikeways that provide safe transportation for Spokane cyclists throughout the City.
- *Action 5.7: All divisions of the City of Spokane should consult the Bike Master Plan when working on projects:* All divisions should consult this Plan to ensure that the recommended facilities and maintenance practices are implemented in accordance with this Plan ... As conditions change, better alternatives to the proposed bicycle network may form. Further study, additional public involvement and consultation with the Bicycle Advisory Board may ultimately result in an even better strategy to provide bicycle access.

The [Pedestrian Master Plan](#) (Click to open PDF) indicates this location as Pedestrian Priority Area, and states several goals relevant to this vacation request:

- **Pedestrian Priority Zones** - The Pedestrian Master Plan establishes Pedestrian Priority Zones to guide investments to areas with the greatest potential to support walking access to destinations such as employment, schools, parks, and transit stops. Priority zones were identified using an analysis of pedestrian demand and deficiency found later in this chapter. Identification of these zones will help the City target investments in pedestrian infrastructure such as sidewalks, curb ramps, and pedestrian crossings.
- **Goal 1 - Well Connected and Complete Pedestrian Network** - Provide a connected, equitable and complete pedestrian network within and between centers and corridors and Pedestrian Priority Zones that includes sidewalks, connections to trails, and other pedestrian facilities, while striving to provide barrier-free mobility for all populations.
- **Goal 4 - Safe and Inviting Pedestrian Settings** - Create a safe, walkable city that encourages pedestrian activity and economic vitality by providing safe, secure, and attractive pedestrian facilities and surroundings.

The City of Spokane's [Comprehensive Plan](#) also has several applicable goals and policies:

Chapter 3: Land Use – LU 4.4 Connections - *Form a well-connected network which provides safe, direct and convenient access for all users, including pedestrians, bicycles, and automobiles, through site design for new development and redevelopment.*

Chapter 3: Land Use – LU 4.5 Block Length - *Create a network of streets that is generally laid out in a grid pattern that features more street intersections and shorter block lengths in order to increase street connectivity and access.* **Discussion:** Excessively long blocks and long local access residential streets result in fewer alternative routes for pedestrian and vehicle travel and generally result in increased vehicle speeds. A grid pattern featuring more street intersections and shorter blocks provides more alternative routes for pedestrian and vehicle travel and tends to slow traffic. Block lengths of approximately 250 to 350 feet on average are preferable, but should not exceed 660 feet in length (per Spokane Municipal Code).

- Chapter 4: Transportation - Goal TR B – Provide Transportation Choices

- Chapter 4: Transportation - Goal TR C – Accommodate Access to Daily Needs and Priority Destinations
- Chapter 4: Transportation - Goal E: Respect Natural & Community Assets
- Chapter 4: Transportation - Goal TR F – Enhance Public Health and Safety
- Chapter 4: Transportation – Policy TR 1 – Transportation Network for All Users
- Chapter 4: Transportation - Policy TR 5 – Active Transportation
- Chapter 4: Transportation - Policy TR 20 – Bicycle/Pedestrian Coordination

Research such as that summarized in the [Street Connectivity Guide \(Click to Open PDF\)](#), underscores the value of a connected street network, which can offer multi-modal accessibility benefits on par with or greater than new bike lanes.

Given these connectivity goals and benefits, as well as the characteristics of the street as a network link for multi-modal access to a neighborhood park, the Planning Department supports maintaining this street segment for public access in support of the Bicycle Master Plan, the Pedestrian Master Plan, and the Comprehensive Plan.

VI. ATTACHMENTS

- **Attachment 1:** Vacation of Right-of-way Application Materials

Preliminary



**Right-of-way Description:
 Normandie Street adjacent to
 Lot 1, Block 7 of the plat of
 Corbin Park Addition**

Legend
 Proposed Vacation

THIS IS NOT A LEGAL DOCUMENT.
 The information shown on this map is compiled
 from various sources and is subject to constant
 revision. Information shown on this map should
 not be used to determine the location of facilities
 in relationship to property lines, section lines,
 streets, etc.

