



Design Review Board

July 26, 2017

5:30-7:00 PM

City Council Briefing Center

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Commission Briefing Session:

- | | | |
|-------------|---|---------------|
| 5:30 - 5:35 | 1) Chair Report 2) Approve the July 12, 2017 meeting minutes | Austin Dickey |
|-------------|---|---------------|

Workshop:

- None

Board Business:

- | | | |
|-------------|---|----------------------------|
| 5:35 – 6:45 | 1) Proposed Code Amendments Review staff recommendations to help focus and strengthen the process. This is a follow-up to the February 22, 2017 and June 13, 2017 discussions. | Nathan Gwinn / Omar Akkari |
| 6:45- 7:00 | 2) Spokane Mayor's Urban Design Awards Special Recognition Awards Discussion and selection of the Heritage Project Award. | Omar Akkari |

Adjournment:

The Next Design Review Board meeting will be held on August 9, 2017

The password for City of Spokane Guest Wireless access has been changed:

Username: **COS Guest**

Password: **pk6Hucry**

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 Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or jjackson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Design Review Board

July 12, 2017

Meeting Minutes

Meeting called to order at 5:30 PM

Attendance

- Board Members Present: David Buescher, Austin Dickey, Kathy Lang, Ted Teske, Steven Meek, Anne Hanenburg, Ryan Leong
- Board Members Not Present: Charlene Kay
- Staff Present: Omar Akkari, Lisa Key, Nathan Gwinn; City of Spokane Planning Services

Briefing Session:

1. Chair Comments-Austin Dickey

Recommendation Meeting:

1. The Falls (Program Review/ Collaboration Workshop

Staff report: Omar Akkari; City of Spokane Planning Services

- Applicant Report: Austin Dickey
- Public Comment:
 - None
- Questions asked and answered

Based on review of the materials submitted by the applicant and discussion during the July 12, 2017 Collaborative Workshop the Design Review Board recommends the following:

Neighborhood

The board encourages the applicant to work with the adjacent property owners to facilitate a cohesive streetscape and integrate the project with the surrounding developments.

Please see Downtown Design Guideline B-3 Reinforce the Urban Form & Architectural Attributes of the Immediate Area and D-8 Create "Green Streets"

Site

The applicant should continue to enhance the loading and service entrances to limit negative impacts to the streetscape and the pedestrian experience.

Please see Downtown Design Guideline E-1 Minimize Curb Cut Impacts and E-3 Minimize the Presence of Service Areas

Building

Design Departure contingent on further development of the Lincoln façade side of the southwest corner of the site.

Board Business:

1. Old or New Business:
 - Board members discussed current applicant and staff process for Design Review Submittals and process improvements.

Meeting Adjourned at 8:34 PM

Next Design Review Board meeting is scheduled for **July 26, 2017**

Note: Minutes summarized by staff. An audiotape of the meeting is on file with the Planning & Development Department, City of Spokane.

Proposed Code Updates

June 13, 2017



To: Lisa Key, Planning Director

Design Review Board

Austin Dickey, DRB Chair

Julie Neff, DRB Secretary

Planning & Development

808 W. Spokane Falls Blvd.

Spokane, WA 99201

The Design Review Board recommends

Title 04 Administrative Agencies and Procedures

Chapter 04.13 Design Review Board

Section 04.13.015 Design Review Board

Purpose.

The design review board is hereby established to:

- A. improve communication and participation among developers, neighbors, and the City early in the design and siting of new development subject to design review under the Spokane Municipal Code;
- B. ensure that projects subject to design review under the Spokane Municipal Code are consistent with adopted design guidelines and help implement the City's comprehensive plan;
- C. advocate for the aesthetic quality of Spokane's public realm;
- D. encourage design and site planning that responds to context, enhances pedestrian characteristics, considers sustainable design practices, and helps make Spokane a desirable place to live, work, and visit;
- E. provide flexibility in the application of development standards as allowed through development standard departures; and

F. ensure that public facilities and projects within the City's right-of-way serve as models of design quality.

~~F.~~ : ~~wisely allocate the City's resources,~~

- ~~1. serve as models of design quality.~~

Date Passed: Monday, December 14, 2009

Ordinance C34527 Section 3

Section 04.13.020 REPEALED (Authority)

Chapter 17G.040 Design Review Board Administration and Procedures
Section 17G.040.020 Development and Applications Subject to Design Review

Development Applications Subject to Design Review.

The board shall review the design elements of the following developments and/or project permit applications:

- A. All public projects or structures.
- ~~B. Shoreline conditional use permit applications.~~
- C. Skywalk applications over a public right-of-way.
- D. Projects seeking a design departure per [chapter 17G.030 SMC](#), Design Departures, [SMC 17G.030.030](#), Review Process.
- E. Within downtown zones:
 - 1. Within the central area identified on the [Downtown Design Review Threshold Map 17G.040-M1](#):
 - a. New buildings and structures greater than twenty-five thousand square feet.
 - b. Modification of more than twenty-five percent (at minimum three hundred square feet) of a building façade visible from an adjacent street.
 - 2. Within the perimeter area identified on the [Downtown Design Review Threshold Map 17G.040-M1](#):
 - a. New buildings and structures greater than fifty thousand square feet.
 - b. Modification of more than twenty-five percent (at minimum three hundred square feet) of a building façade visible from an adjacent street.
 - 3. Within the gateway areas identified on the [Downtown Design Review Threshold Map 17G.040-M1](#):
 - a. All new buildings and structures.
 - b. Modification of more than twenty-five percent (at minimum three hundred square feet) of a building façade fronting on a designated gateway street or within one hundred feet of an intersection with a gateway street.
 - 4. Sidewalk encroachment by private use.
- F. Within Centers & Corridors zones, application for Design Departures from the Design Standards and Guidelines for Centers and Corridors. (not applicable in 2012)
- G. Any other development proposal or planning study about which the ~~plan commission, planning director, or hearing examiner~~ approving authority requests to have the board's advice pertaining to any design elements.
- ~~H. Other developments or projects listed within the Unified Development Code that require design review.~~

Date Passed: Monday, July 20, 2015
Effective Date: Wednesday, September 2, 2015
ORD C35280 Section

Section 17G.040.040 Design Review Criteria

Design Review Criteria.

The board shall base its review, report, and/or recommendation on the following criteria:

- A. The requirements, guidelines, and applicable provisions of [Title 17 SMC](#) that apply to the property in question including ~~all additional zoning development~~ regulations which may apply to the use or to its area by provision for overlay district, or made applicable by any conditional use or variance approval.
- B. A summary of the design guidelines adopted by the City is found in the Design Review Application Handbook on file in the planning department.

Date Passed: Monday, December 14, 2009
Effective Date: Saturday, January 16, 2010

Section 17G.040.050 Design Review Process

A. Design Review Process.

The design review process is found in the Design Review Application Handbook. The planning director is responsible for maintaining **and amending** the Design Review Application Handbook and design review process. Changes to the Design Review Application Handbook and design review process must be approved by the design review board and adopted as official City administrative policy.

B. Design Review Board Operating Rules.

The board shall adopt rules of procedure for the conduct of its duties and shall provide in such rules for the time and place for holding regular board meetings.

Date Passed: Monday, December 14, 2009

Effective Date: Saturday, January 16, 2010

Ordinance C34526 Section 1

Section 17G.040.060 Design Review Board Meetings

Design Review Board Meetings.

The board meets twice a month **if necessary to respond to development applications unless there is no agenda**. The meetings are open to the public.

Date Passed: Monday, December 14, 2009

Effective Date: Saturday, January 16, 2010

Ordinance C34526 Section 1

Section 17G.040.080 Design Review Board Recommendations

Recommendations.

Recommendations of the board are made according to the design review criteria adopted by the city council. In no case may the recommendations of the board contain design solutions contrary to other applicable provisions of this title. The design review criteria reflect the policies of the comprehensive plan.

A. The functions of the board shall be advisory. **~~The board makes recommendations on matters in which the hearing examiner, planning director, city council, building official, or city engineer is the action approving authority.~~**

B. The board makes recommendations to the **~~responsible City official~~** approving authority on all **~~other~~** matters for which design review is required.

C. The board's recommendation shall be recorded in writing and available within seven days of the board's recommendation meeting.

D. The action approving authority shall consider the board's recommendation, provided that, if there is a unanimous recommendation to the action approving authority, the action approving authority shall issue a decision that makes compliance with the board's recommendation a condition of permit approval, unless the action approving authority concludes that the recommendation:

1. reflects inconsistent application of the design criteria; or
2. exceeds the authority of the board; or

3. conflicts with SEPA conditions or other regulatory requirements applicable to the site; or
4. conflicts with the requirements of state or federal law.

Date Passed: Monday, December 14, 2009
Ordinance C34526 Section 1

Section 17G.040.100 Expiration of Application

Expiration of Design Review Application.

Design Review Applications will expire upon expiration of the project permit application.
~~Applications which have been certified complete for either a design review collaborative workshop or an administrative design review process as set forth in chapter 17G.040 SMC shall have one year to complete the design review process. After one year the application expires by limitation and becomes null and void. The director may grant one extension of up to one hundred eighty days if the application has been pursued in good faith, the request is in writing, and justifiable cause demonstrated.~~

Date Passed: Monday, December 14, 2009
Ordinance C34526 Section 1

Austin Dickey, Chair, Design Review Board

Note: Supplementary information, audio tape and meeting summary are on file with City of Spokane Design Review Board.

The Falls

1 - Program Review/Collaborative Workshop

July 12, 2017



From :
Design Review Board
Austin Dickey, Chair

c/o Louis Meuler, DRB Secretary
Planning & Development
808 W. Spokane Falls Blvd.
Spokane, WA 99201

To :
Pat Logan and Joe Workaman
CollinsWoerman

LB Stone Properties Group

C C :
Lisa Key, Planning Director
Tami Palmquist, Associate Planner

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Austin Dickey, Chair, Design Review Board

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