



Design Review Board Agenda

Regular Meeting

Wednesday, January 14, 2026

5:30 PM

Hybrid – City Hall Lobby Tribal Conference Room / Microsoft Teams
808 W Spokane Falls Blvd, Spokane, WA 99201

Virtual Meeting Link - See Below for Information

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Public Comment Period:

3 minutes each | Citizens are invited to address the Design Review Board on any topic not on the agenda.

Board Briefing Session:

5:30 – 5:40

1. Call to order
2. Roll Call
3. Approve [11/19/2025](#) meeting minutes
4. Chair Report
5. Secretary Report
6. Approval of current agenda

Chair
Chair
All
Chair
Secretary
All

Workshops:

5:40 – 7:00

1. Proposed Design Review changes to comply with state mandates and to facilitate housing development and childcare facilities

Spencer Gardner

Adjournment: The next regularly scheduled DRB meeting is scheduled for Wednesday, January 28, 2026.

*Items denoted with an asterisk may include final action taken by the Board. Written public comments will also be accepted at designreviewboard@spokanecity.org on these items up to two hours prior to the start of the meeting. Verbal testimony may also be accepted during the meeting.

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. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ddecorde@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.

Spokane Design Review Board

Wednesday, January 14, 2026

The Spokane Design Review Board will be held in a hybrid in-person / virtual format. Members of the public are welcome to attend in person at City Hall or online using the following information.

Microsoft Teams

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 274 017 060 671 44

Passcode: U8K6XD6M

[Download Teams](#) | [Join on the web](#)

Join on a video conferencing device

Tenant key: cityofspokane@m.webex.com

Video ID: 111 969 024 3

[More info](#)

Meeting ID:
274 017 060 671 44

Passcode:
U8K6XD6M

Please note that public comments will be taken during the meeting, but the public is encouraged to continue to submit their comments or questions in writing to: designreviewboard@spokanecity.org. Written public comments will be accepted on these items up to one hour prior to the start of the meeting.

The audio proceedings of the Design Review Board meetings will be recorded and are available online.

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Meeting Process - Spokane Design Review Board

Call to Order

- Chair calls the meeting to order, noting the date and time of the meeting.
- Chair asks for roll call for attendance.
- Chair asks if there any changes to the agenda.
- Chair asks for motion to temporarily suspend the rules (see Agenda packet)

Board Workshop

- Chair announces the first project to be reviewed and notes the following: a) the Board will consider the design of the proposal as viewed from the surrounding public realm; b) the Board does not consider traffic impacts in the surrounding area or make recommendations on the appropriateness of a proposed land use; c) the Board will not consider un-permitted, possible surrounding development(s) except those which are contemplated under the Comprehensive Plan and Development Code; c) it is the applicant's responsibility to meet all applicable Code requirements regardless of what might be presented or discussed during workshops.
- Chair asks for a staff report.

Staff Report

- Staff report on the item, giving findings of fact. Presentation will be kept to 5-10 minutes.

Applicant Presentation

- Chair invites the applicant(s) to introduce the project team and make a 10–15-minute presentation.

Public Comment *

** During the Stay Home, Stay Safe order, public comments are being accepted in writing.*

DRB Clarification

- Chair may request clarification on comments.

Design Review Board Discussion

- Chair will ask the applicants whether they wish to respond to any written public comments, after their response (if any) they are to return to their seats in the audience.
- The Chair will formally close public comments (unless motioned otherwise).
- Chair leads discussion amongst the DRB members regarding the staff topics for discussion, applicable design criteria, identification of key issues, and any proposed design departures.

Design Review Board Motions

- Chair asks whether the DRB is ready to make a motion.
- Upon hearing a motion, Chair asks for a second. Staff will record the motion in writing.
- Chair asks for discussion on the motion.
- Chair asks the applicant if they would like to respond to the motion.
- After discussion, Chair asks for a vote.

Design Review Board Follow-up

- Applicant is advised that they may stay or leave the meeting, and that the annotated & signed motion will be made available within five working days.
- Next agenda item announced.

Board Business

- Meeting Minutes - Chair asks for comments on previous minutes; Asks for a motion to approve.
- Chair asks is there any old business? Any old business is discussed.
- Chair asks is there any new business? Any new business is discussed.
- Chair Report – Chair gives a report.
- Secretary Report – Sr. Urban Designer gives a report.

Other

- Chair asks board members if there is anything else.

Adjourn

- Chair asks for a motion to adjourn. After the motion is seconded, and approved by vote, Chair announces that the meeting is adjourned, noting the time of the adjournment.

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Design Review Board - Meeting Minutes Draft

Wednesday, November 19, 2025

Tribal Conference Room, City Hall

Meeting called to order at 5:30 PM by Mark Brower

Attendance:

- *Board Members Present:* Mark Brower, Drew Kleman, Fernando Diaz, Ryan Brodwater, Chad Schmidt
- *Board Members Not Present:* None
- *Quorum Present:* Yes
- *Staff Members Present:* Spencer Gardner, Ryan Shea

Public Comment:

- None

Minutes: Minutes from 9/24/2025 approved unanimously.

Briefing Session:

Chair Report - Mark Brower

- Mark discussed the status of the board. With multiple members terming out at the end of the year, he wanted to check in regarding their roles.

Secretary Report - Spencer Gardner

- Spencer mentioned that there may be an uptick of new projects in the new year with the approval of the school bond.

Current Agenda: The current agenda was approved.

Workshops:

- **Collaborative Workshop for Spokane Crisis Relief and Sobering Center**
 - Staff Report: Ryan Shea
 - Applicant Presentation: Spokane County
 - Questions asked and answered
 - Discussion ensued
 - Motion: I [Ryan Brodwater] move to approve the recommendations as presented. Seconded by Chad Schmidt.
Motion passes unanimously, 5-0-0.

Based on review of the materials submitted by the applicant and discussion during the November 19, 2025 Collaborative Workshop the Design Review Board recommends the following advisory actions:

- The Applicant is encouraged to develop the material and color palette of the building to compliment and integrate the concrete wall into the entire composition of the Boone facade.
- The Applicant is strongly encouraged to maintain and prioritize landscaping as a means of softening the north property edge and existing concrete wall.
- The Board appreciates the transparency of the proposed rail at the existing concrete wall.
- The Board is supportive of the design of the entrance courtyard and the positioning of trees to avoid infrastructure.
- The Applicant is strongly encouraged to consider the final rail placement with regards to its proximity to the concrete wall to maintain the layering between the public sidewalk and building as presented.
- The Board is supportive of the proposed material palette of the new building and its relation to the existing building.

Meeting Adjourned at 6:57 PM

The next regular meeting of the Design Review Board Meeting scheduled for Wednesday, November 26, 2025 is CANCELLED.

DRAFT