



Spokane Plan Commission Agenda

Wednesday, May 27, 2020

2:00 PM

Webex Virtual Meeting

808 W Spokane Falls Blvd, Spokane, WA 99201

Virtual Meeting - 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 Plan Commission on any topic not on the agenda.

Commission Briefing Session:

2:00 –2:30

1. Approve [5/27/2020](#) meeting minutes
2. Urgent Reports

All
 CM Candace Mumm
 Mary Winkes
 Todd Beyreuther
 John Dietzman
 Louis Meuler

Workshops:

2:30 - 2:40

1. 6 Year City Wide Capital Program – CIP and Timeline Overview

Paul Ingiosi

2:40 - 3:00

2. Comp Plan Amendment Application Z19-499COMP

Kevin Freibott

3:00 - 3:20

3. Comp Plan Amendment Application Z19-501COMP

Kevin Freibott

3:20 - 3:40

4. Comp Plan Amendment Application Z21-019COMP

Kevin Freibott

Adjournment:

The next PC meeting will be held on Wednesday, June 24, 2020

In order to comply with public health measures and Governor Inslee's *Stay Home, Stay Safe* order, the Plan Commission meeting will be held on-line.

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 Chambers and the Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., are both wheelchair accessible. The Council Briefing Center is equipped with an audio loop system for persons with hearing loss. The Council Chambers currently has an infrared system and headsets may be checked out by contacting 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 msteinolfson@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.

Members of the general public are encouraged to join the on-line meeting using the following information:

To participate via video follow the link on your computer (click on “Join meeting”)

[Join meeting](#)

To participate by phone

Call: +1-408-418-9388 United States Toll

Enter: 146 197 9413 followed by # when prompted for a meeting number or access code

Enter # when prompted for an attendee ID

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:

**Louis Meuler at
plancommission@spokanecity.org**

The audio proceedings of the Plan Commission meeting will be recorded, with digital copies made available upon request.

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Spokane Plan Commission - Draft Minutes

May 27, 2020

Pursuant to Governor Jay Inslee's Proclamation 20-28, dated March 24, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through May 31, 2020. The public was encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>, or by calling a provided number and entering an access code when prompted. **City Staff and PC President in City Council Chambers and remaining PC members and public electronically over Webex.**

Meeting Minutes: Meeting called to order at 2:00 PM by Todd Beyreuther

Attendance:

- Board Members Present: Todd Beyreuther(President), Greg Francis(Vice President), John Dietzman, Michael Baker, Carole Shook, Sylvia St. Clair, Diana Painter, Candace Mumm (City Council Liaison), Mary Winkes (Community Assembly Liaison)
- Board Members Not Present:
- *Quorum Present: yes*
- Staff Members Present: Louis Meuler, Jackie Churchill, Kevin Picanco. Katherine Miller, Inga Note, Tirrell Black

Public Comment:

None in Briefing Session.

Briefing Session:

Minutes from the May 13, 2020 meeting approved unanimously with edits.

1. City Council Liaison Report - Candace Mumm

- Council Member Mumm reported that Jeff Bezos of Amazon is going to match statewide any money that is raised for Covid-19 relief and that there is already \$275,000 earmarked for Spokane.
- The organization, All In Washington, will have a benefit concert to raise money for Covid-19 relief in Washington as well.
- CM Mumm also reported that three new Plan Commissioners were approved by City Council.

2. Community Assembly Liaison Report - Mary Winkes

- None - Community Assembly hasn't met since last Plan Commission Meeting.

3. Commission President Report - Todd Beyreuther

- None

4. Transportation Subcommittee Report - John Dietzman

- None

5. Secretary Report - Louis Meuler

- Mr. Meuler reported that August 26th is tentative day off for the Plan Commission. He also reported that there will be nine Comprehensive Plan Amendments coming through Plan Commission throughout the year.

- Council Member Mumm left before the start of the Hearing.

Hearing Continuation:

1. 6 Year Street Program Consistency Hearing Continuation

- Presentation provided by Kevin Picanco

- Questions asked and answered
- Discussion ensued

*****Greg Francis motioned the Plan Commission to find that the draft 2021-2026 6 Year Comprehensive Street Plan is fully consistent with the City's Comprehensive Plan and to recommend its adoption by City Council.***

Seconded by Michael Baker

Greg Francis added a friendly amendment to the motion: In addition, the Plan Commission's recommendation should recognize the draft resolution submitted to the Plan Commission yesterday by the City Council and the list of projects set forth in the addendum to said resolution, and recommend, pursuant to City Council Resolution 2014-0078 and SMC 07.17.010, that the City Council ask the Transportation Subcommittee of the Plan Commission to review the project list and make a recommendation to the entire Plan Commission regarding the consistency of said projects with the City's Comprehensive Plan after which the Plan Commission should conduct a public hearing and forward a recommendation to the City Council regarding the same.

Seconded by Michael Baker

Amendment is approved unanimously

Motion approved unanimously (7-0)**

Public Comment:

NONE

Meeting Adjourned at 4:29 PM

Next Plan Commission Meeting scheduled for Wednesday, June 10, 2020



2021-2026 Citywide Capital Improvement Program Process & Timeline Overview

Plan Commission

June 10, 2020



2021-2026 Citywide CIP Overview

- Background and Infrastructure Planning
- Capital Budgeting Process and Definitions
- Presentations
- Key Dates



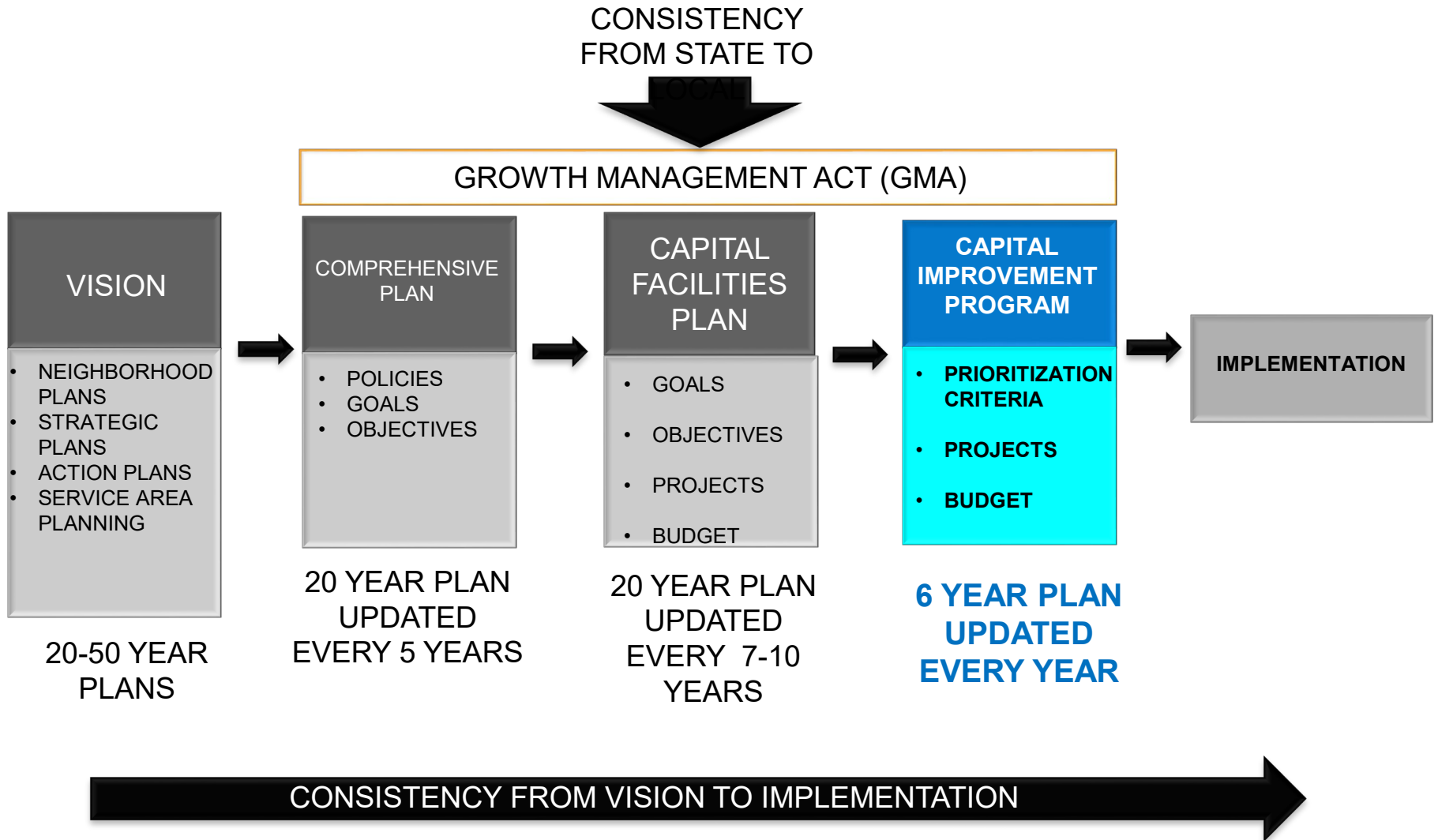
Background

City of Spokane's Comprehensive Plan

- 20 Year Plan, updated every 5 years
- Provides the overall plan of City development
- Establishes the framework for all other planning activities and documents



Infrastructure Planning





Capital Budgeting Process

City of Spokane's Capital Improvement Program (CIP)

- Six year plan, updated every year
- Prioritization of capital projects/needs based on alignment with City of Spokane's Comprehensive Plan
- Evaluation of funding status and sources
- Planning for capital needs not currently funded
- **Projects entered for the upcoming budget year, must be 100% Funded, with Identified Funding Sources**



Capital Budgeting Process

City of Spokane's Capital Improvement Program (CIP)

- Once approved by Mayor, the proposed CIP is presented to the City of Spokane Plan Commission
- Division Heads present new projects being added to the CIP during the Plan Commission Workshop
- Plan Commission reviews for consistency with City of Spokane's Comprehensive Plan
- Plan Commission issues a Findings of Fact, Conclusions, and Recommendations document related to the CIP which is taken to City Council
- Adoption of the CIP is voted on by City Council



CIP Definitions

Capital Projects in the CIP

- A tangible asset
- A useful life of at least five years
- A value of \$60,000 or more (single item)
- Is found in either Chapter 4 or 5 of the [Comprehensive Plan](#) or meets its goals (and/or addresses State-Federal requirements)



CIP Presentations

Plan Commission

Workshop & Hearing

- **All projects presented at Consistency Review Workshop with focus on *new* projects added to the CIP and *alignment* with Comprehensive Plan (September 2020)**
- **Plan Commission issues a Findings of Fact, Conclusions, and Recommendations document at the CIP Hearing which is taken forward to City Council (October 2020)**

City Council

Committee & Study Sessions

- **Overview of Plan Details & CIP Timeline during Finance Committee provided by the Budget Office**
- **Discussion on Projects in the CIP during Council Study Sessions provided by Department Staff**
- **Vote on Adoption of the CIP by City Council (December 2020)**



Key Dates

MARCH

- CIP Open to all Users

APRIL

- CIP Closed for Preliminary Reports
- CIP Introduction Narratives Updated by Dept. Users

MAY

- CIP Reports delivered to City Administrator
- Initial Meetings on CIP as needed
- CIP Re-opened to make directed changes



Key Dates

JUNE

- CIP Closed for Executive Summaries
- Executive Summaries to Mayor & City Administrator
- CIP Meetings with the Mayor

JULY

- CIP Re-opened for final changes
- CIP Closed for Production

AUGUST

- Draft Capital Program Delivered to the Mayor

SEPTEMBER

- Plan Commission Consistency Review Workshop



Key Dates

OCTOBER

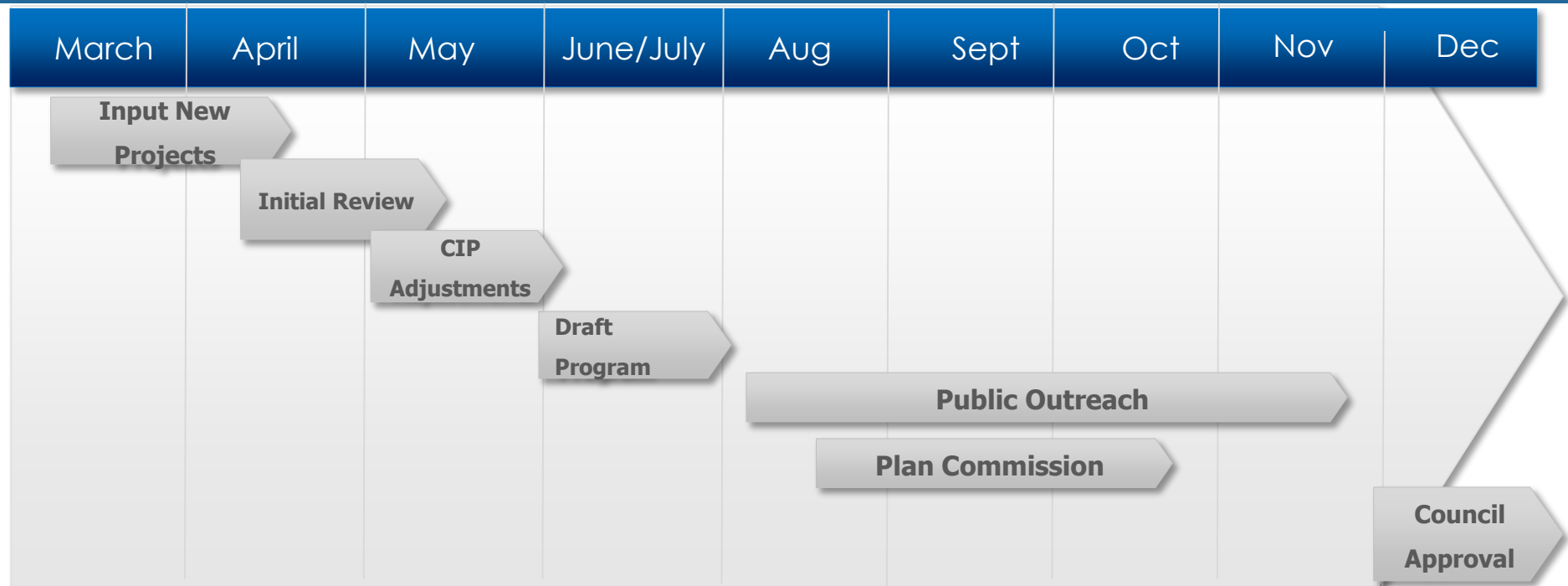
- Plan
Commission
Hearing

DECEMBER

- City Council
Vote on
Adoption of
CIP



2021-2026 Citywide CIP Timeline



March - June

City Departments submit projects

June - July

City Administration reviews and develops a Draft Program

Aug - Oct

Public Outreach

Aug - Oct

Plan Commission Consistency Review Workshop, Hearing & Recommendation

December

Vote for Adoption of the CIP by City Council



Questions?