



Spokane Plan Commission Agenda

Wednesday, March 24, 2021

2:00 PM

Virtual Teleconference

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	<ol style="list-style-type: none">1. Approve 3/10/2021 meeting minutes2. City Council Report3. Community Assembly Liaison Report4. President Report5. Transportation Sub-Committee Report6. Secretary Report	All CM Lori Kinnear Mary Winkes Todd Beyreuther Clifford Winger Louis Meuler
-------------	---	---

Workshops:

2:30 – 3:45	<ol style="list-style-type: none">1. Downtown Plan Update	Nate Gwinn
-------------	---	------------

Commission Business:

3:45 – 3:55	<ol style="list-style-type: none">1. Plan Commission 2020 Year in Review	Jackie Churchill
3:55 – 4:15	<ol style="list-style-type: none">2. Update PC and PCTS Rules of Procedure	Louis Meuler

Adjournment: The next PC meeting will be held on Wednesday, April 14, 2021

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.

Plan Commission Meeting Information

Wednesday, March 24, 2021

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.

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

Meeting Password:
PlanCommission

Meeting Number
(access code):
146 443 9763

Join Webex Meeting Online: [JOIN MEETING](#)

Tap to join from a mobile device (attendees only):

[+1-408-418-9388](tel:+14084189388), [1464439763](tel:+1464439763)## United States Toll

Join by phone: +1-408-418-9388 United States Toll

Global call-in numbers:

<https://spokanecity.webex.com/spokanecity/globalcallin.php?MTID=m514c2d4fc1d4af7864559443420dee7b>

Join from a video system or application: Dial [1464439763](tel:+1464439763)@spokanecity.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business Dial:

Dial [1464439763](tel:+1464439763).spokanecity@lync.webex.com

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 meetings will be recorded, with digital copies made available upon request.

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.

Spokane Plan Commission - Draft Minutes

March 10, 2021

Webex Teleconference

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

Attendance:

- Board Members Present: Todd Beyreuther (President), Greg Francis (Vice President), Michael Baker, Carole Shook, Sylvia St. Clair, Jo Anne Wright, Clifford Winger, Thomas Sanderson
- Board Members Not Present:
- Non-Voting Members Present: Council Member Kinnear, Community Assembly Liaison Mary Winkes
- *Quorum Present: yes*
- Staff Members Present: Louis Meuler, Jackie Churchill, Tirrell Black, Shauna Harshman, Amanda Beck, James Richman, Giacobbe Byrd, Chris Green, Colin Quinn-Hurst, Brian McClatchey, Kevin Picanco

Public Comment:

None

Briefing Session:

Minutes from the February 24, 2021 meeting approved unanimously.

1. City Council Liaison Report - Lori Kinnear

- Council Member Kinnear reported that Scott Simmons is leaving his position as Director of Public Works and Interim City Administrator to work for Spokane County. Marlene Feist is taking over as Director for Public Works. City Officials will be meeting with City Administrator Candidates and hope to fill that position soon.
- Council Member Kinnear also reported that business owners along the Division Corridor would like to form their own neighborhood council in order to address homelessness in that area.
- Ms. Kinnear also reported that City Council will start a series of equity trainings.

2. Community Assembly Liaison Report - Mary Winkes

- None

3. Commission President Report - Todd Beyreuther

- Mr. Beyreuther reported that the Plan Commission Subcommittee met with Plan Commission Applicants and forwarded their recommendations to the Mayor for nominations and the Council to appoint.
- Mr. Beyreuther reported that State Bills 1220, 1099, and 1232 are still moving through State Legislature.

4. Transportation Subcommittee Report - Clifford Winger

- Mr. Winger reported that the Plan Commission Transportation Subcommittee (PCTS) made minor changes to their rules and procedures and they will be presented for approval at the March 24 Plan Commission meeting.
- He reported that Integrated Capital Management introduced 4 projects on the 6 Year Street Program at the last PCTS meeting: paving a section of 44th Ave near Crestline, Strong Road improvements, 3 hybrid pedestrian beacons on North Division, and a bikeway on the Boone in the North Bank area.
- He also suggested that the planned traffic study on the North Bank should be conducted soon.

5. Secretary Report - Louis Meuler

- Mr. Meuler reported the Downtown Plan has an open survey on its webpage asking for feedback on the draft plan. He also reported that the Housing Action Plan stakeholder meetings have been wrapped up and the draft document is being written.
- 6. Downtown Plan Subcommittee - Chair Greg Francis, Todd Beyreuther, Michael Baker**
- Mr. Francis reported that the Subcommittee gave input about how to clarify some of the action items and discussed adding additional images that could further demonstrate possible options for streetscapes.
 - The subcommittee recommended that the plan should go before the Design Review Board before it is presented to Plan Commission.
 - The Subcommittee also suggested that the style and fonts could better reflect the branding of the City.

Workshop(s):

1. Plan Commission Work Program

- Presentation provided by Louis Meuler
- Questions asked and answered
- Discussion ensued

Greg Francis made a motion to amend the work plan to review and potentially implement items from Infill Ordinance changes that were passed in 2019. Seconded by Jo Anne Wright. Motion Carried (7,1)

Michael Baker made a motion to amend the work plan to add a priority plan item to address Center Planning around Northtown Mall. Seconded by Sylvia St. Clair. Motion Carried Unanimously (8,0)

Greg Francis made a motion to recommend forwarding the 2021 PC Workplan as presented and amended to City Council for approval. Seconded by Michael Baker. Motion Carried Unanimously (8,0)

2. DivisionConnects - Transit Oriented Development

- Presentation provided by Karl Otterstrom and Jason Lien
- Questions asked and answered
- Discussion ensued

Meeting Adjourned at 4:23 PM

Next Plan Commission Meeting scheduled for Wednesday, March 24, 2021

BRIEFING PAPER
City of Spokane
Plan Commission Workshop
Downtown Plan Update
March 24, 2021

Subject

The **Spokane Downtown Plan** is an update of the existing plan, *Fast Forward Spokane Downtown Plan Update* (2008). The plan update is co-sponsored by the City of Spokane and Downtown Spokane Partnership. The Plan Commission workshop on March 24 will include updates from the March 16 virtual open house, an overview of the proposed draft, and a discussion about proposed accessory parking restrictions and changes to development regulations to assist redevelopment of surface parking lots along Spokane Falls Blvd.¹

Background

The existing Downtown plan is a subarea plan of the Comprehensive Plan. The proposed draft, posted on the project webpages, linked below, will fully update and replace the City's existing plan.

The planning consultant, Framework, compiled the draft plan following a public engagement process, which collected input on the plan update's vision, guiding principles, and priorities from fall 2019 through March 2021. Additional outreach included a steering committee and several additional meetings with stakeholders throughout 2020.

A Plan Commission subcommittee met in February and March, 2021. The report and recommendations are attached. Subjects of special interest discussed and described in the attached report included strategies related to social services and housing development, as well as the ground floor and public realm street environment. The subcommittee recommended changes to these strategies.

On March 16, 2021, the planning team presented the draft plan, answering questions and conducting poll questions at a virtual public open house attended by 70 people.

Impact

The City invites additional feedback on the proposal from the community and targeted groups Downtown, such as residents, business owners, organizations, and employees. The draft plan proposes actions and guidance for new improvements for the next ten years.

Action

Following the Plan Commission's March 24 workshop, City staff will request a public hearing April 14, 2021. After holding the public hearing, the Commission will make a recommendation to the Spokane City Council.

For other information and future engagement opportunities, visit the project webpages:

- www.SpokaneDowntownPlan.org
- my.SpokaneCity.org/projects/downtown-plan-update-2020

¹ Proposed in Actions CW 3.2 and CW3.3 (p. 56), and Action LWP3.4 (p. 80) of the [draft plan](#).

MEMORANDUM

DATE: March 17, 2021

TO: City of Spokane Plan Commission

FROM: Greg Francis, Todd Beyreuther, and Michael Baker, Plan Commissioners;
and Chuck Horgan, Design Review Board Member

RE: Plan Commission Downtown Plan Subcommittee Report
for Proposed Downtown Spokane Plan Update

A. OVERVIEW

A subcommittee of the Plan Commission participated in discussions about the Downtown Plan Update. This memorandum summarizes the Plan Commission subcommittee's process, discussion about issues of interest, and recommendations regarding suggested action by the Plan Commission on the proposed Spokane Downtown Plan Update.

B. PROCESS

On January 21, 2021, the City Plan Commission formed the Downtown Plan Update subcommittee and designated five Commissioners to participate in the subcommittee.¹ The subcommittee was convened to allow extra time to prepare and inform interested members of the Plan Commission, along with members of the Design Review Board and others, leading into workshops and a public hearing with the full Commission in spring 2021. Three Design Review Board members and a City Council member, who had participated in the draft plan's steering committee discussions in 2020, were also invited to participate in the subcommittee. Meetings were noticed as special meetings of the Plan Commission, conducted virtually via Webex teleconference, and open to the public. Only subcommittee members and City of Spokane and Downtown Spokane Partnership staff identified themselves in attending the meetings. The subcommittee meetings were recorded and minutes were taken as meeting notes.²

¹ Plan Commission Meeting Minutes, January 21, 2021

² See attached meeting notes.

The Plan Commission subcommittee's virtual meetings were held February 17, 2021 and March 3, 2021 to identify and exchange dialogue regarding issues of interest.

- **Meeting #1:** The first meeting, on February 17, provided a general overview of the Spokane Downtown Plan draft and allowed the subcommittee members to identify and discuss topics of interest, as well as the focus of text and illustrations in various areas of the draft.
- **Meeting #2:** The second meeting, on March 3, continued discussion of two subject areas in the draft in particular: social services-related policies, and ground floor and public realm street environment.
- **Recommendation:** By email, the subcommittee members reviewed this memo and voted to forward its recommendation to the Plan Commission.

A Plan Commission workshop on the proposed Spokane Downtown Plan Update is scheduled for March 24, 2021. Following the workshop, staff will request scheduling a public hearing on the proposal, and the Plan Commission will conduct the hearing and make a recommendation to City Council.

C. ISSUES OF INTEREST – DISCUSSION

Social Services-Related Strategies and Housing Development – The draft strategies coordinate with existing adopted City of Spokane and regional policies, and introduce responses that respond to the significant concerns, expressed in input during the public process, about people experiencing homelessness and other recipients of social services Downtown. These responses address residential development, public-private partnerships, and design and management of public spaces.

- **Affordable Housing for Different Income Levels:** The Spokane Downtown Plan draft encourages development of housing for all of the differing income levels. Subcommittee members discussed whether the Plan should address the amount of housing for different income levels, and the role of other past and ongoing related efforts. They discussed whether the Plan should assign numbers of homes for low-income housing units, for example. With supporting policies to conduct necessary studies, the draft encourages identification of the amount of housing for different income levels through additional analyses of economic demand. As such, the draft supports subsequent actions to implement adequate provision of housing for all segments of the population, identifying support for housing for both low- and moderate-income residents Downtown in particular. The Measures of Success section should more clearly define the first measure of “New Affordable Housing Units” on page 116 of the draft to align with those income levels.

- Related Comprehensive Plan Definitions: Affordable Housing; Income Levels - Moderate-Income Family (80 percent of AMI); Low Income Household
- **Housing Type:** Subcommittee members also discussed whether the Plan should address the urban form of housing, and the role of other past and ongoing related efforts. They discussed whether the Plan should speak to what types of housing, such as townhomes, podium, or mid-rise. The North Bank and South University District subarea plan processes explored the urban design component particularly at the street level, and adjacent residences' relationship to the street. The draft Spokane Downtown Plan Update encourages variety in housing types.

Spokane Downtown Plan Update draft sections discussed included the following:

- LWP1.3 “Action: Build site-based partnerships with affordable housing developers and transitional housing providers into public projects and infill development and engage these organizations in economic analyses of how an affordable housing program can be implemented in Spokane’s real estate and development market” (p. 75).
- PS2.8 “Action: Consider Crime Prevention Through Environmental Design (CPTED) in future public and private development Downtown and implement CPTED principles as a partnership between the City and DSP” (p. 93).
- WO1.1 “Strategy: Cultivate Leadership, strengthen community partnerships, and expand organizational capacity for Downtown management” (p. 95).

Street Right-of-Way Features – Graphics in the draft are intended to represent energized streets—depicting pedestrians, bicycles, and people located in public spaces near the street edge. Rather than showing a finished appearance reflecting a long-term vision, they tend to show incremental approaches toward a transformative street design with features that provide additional public space and facilities for bicycles, separated from traffic. The subcommittee discussed weaknesses of using such an incremental approach being possibly mistaken for the long-term goal, and effectively dated or not signaling a sufficient level of commitment. Then again, strengths of using these photos are allowing people who are hesitant or resistant toward the idea of bike lanes and other alternatives, instead of preserving space for autos, to question or think about opportunities that may arise. The incremental depictions demonstrate what improvements could be made without a permanent change, or at a lower cost, while future funding is secured for a permanent change. The draft photos signal a process committed to testing, pilots, and incorporating those in lessons learned, allowing their inclusion in the 6-year street program with cutting-edge designs. Spokane Downtown Plan Update draft sections discussed included the following:

- CW1.1 “Action: Transform low traffic streets that are oversized for projected traffic by converting vehicle travel lanes to other uses in target locations such as high-quality bike facilities, expanded public spaces, and on-street parking” (p. 43).

- CW1.2 “Action: Develop a transportation plan specific to Downtown that considers multiple modes and addresses facility designs, locations, priorities, and funding” (p. 45).
- CW1.3 “Action: Make sidewalks active and vibrant places through continued efforts to streamline design requirements, and developing new pilot projects in partnership with local businesses downtown” (p. 45).

Ground Floor and Public Realm Street Environment – The text provides strong guidance for formulating revised design guidelines and standards for street frontages Downtown. For residential uses, the term physical separation is thought to refer to grade separation, but residential development on the ground floor should still maintain flexibility for future use, as well as engagement and visibility, or “eyes on the street.” Considerations for future changes of use in design of the ground floor, where located on specific corridors where the pedestrian environment is a priority, would build in the needed flexibility for use of that space to succeed in getting the brick-and-mortar shopper and office worker back Downtown. The document should be readable to a general population, so the term “plinth” should be better defined or replaced.

- **Ceiling Height:** Subcommittee members agreed that considerations should be included for a minimum ground-floor ceiling height to allow flexible use of space over time, subject to refinement, based on the level of expected pedestrian-land use interaction along the frontage by designated Downtown street typology: for example, Neighborhood Street, Community Activity Street, etc. The examples shown of 13- to 15-foot ceiling height are completely reasonable.
 - Related Comprehensive Plan Policies: DP 4.1 Downtown Residents and Workers (“Encourage investments and create opportunities that increase the number of residents and workers in downtown Spokane”); DP 4.2 Street Life (“Promote actions designed to increase pedestrian use of streets, especially downtown, thereby creating a healthy street life in commercial areas”).
- **Diagrams to Illustrate Active Street Edges:** The subcommittee reviewed the attached two modified diagrams from the [South University District Subarea Plan Draft](#) (Figure V – Shopfront Streets, 2020, p. 28), and the [Sidewalk Design](#) as part of the Urban Street Design Guide by the National Association of City Transportation Officials (NACTO), which was referenced in the Boston Complete Streets Design Guidelines, cited in the Best Practices section of the Existing Conditions Report for the Downtown Plan Update. Subcommittee members found the attached diagrams with their modifications, consisting of annotations and colors corresponding to areas defined under the City’s adopted standards, showed form very effectively using resources referenced in supporting efforts. The subcommittee will include the diagrams for discussion with the Plan Commission. The diagrams provide a very visual way to convey what is needed to achieve an active ground-floor use and inform intent for revisions to design guidelines and standards. For suggested height, the numbers give context to allow for flexible uses.

- **Downtown Core-100 (DTC-100):** Text should imply performance-based design specific to each parcel, as an alternative to, and in addition to, the prescriptive elements named within the Plan Commission’s 2018 recommendation of building massing to minimize shadows on the nearby park, active ground floor uses, and high-quality materials.
 - Related Comprehensive Plan Policies: LU 2.2 Performance Standards (“Employ performance and design standards with sufficient flexibility and appropriate incentives to ensure that development is compatible with surrounding land uses”); DP 2.8 Design Review Process (“...achieve design performance that meets or exceeds citizens’ quality of life expectations”).

Spokane Downtown Plan Update draft sections discussed included the following:

- LWP2.1 “Action: Develop ground floor standards for residential, retail, office, live/work, and civic uses” (p. 77).
- LWP3.4 “Action: Pursue redevelopment of the existing surface parking lots in the DTC-100 Zone along Spokane Falls Boulevard” (p. 80).

D. RECOMMENDATION

The draft plan is well-organized and has made use of significant resources in its development. If there is support for the proposal, the subcommittee advises the Plan Commission to review and recommend including the following.

1. Ground Floor Active Street Edge Diagrams.

The document text helps frame the policy for design standards and guidelines. The subcommittee believes the attached additional graphics will illustrate and support the text, and should be inserted into the draft following **Action LWP2.1** on page 77.

Attachments:

- a. “Active Ground Floor Recommendations” (adapted from South University District Subarea Plan Figure V – Shopfront Streets, 2020, p. 28, as modified and with additional annotations).
- b. “Active Street Edge Recommendations” (adapted from Sidewalk Design as part of the *Urban Street Design Guide* by the National Association of City Transportation Officials, as modified and with additional annotations).

2. Performance-Based Design Alternatives for Downtown Core-100.

In the case of reconsidering the Plan Commission’s 2018 recommended code amendments for the Downtown Core-100 (DTC-100) zone, the subcommittee believes performance-based criteria, that define the desired quality of the public realm and are specific to each parcel, should be suggested as a potential alternative to building massing,

active ground floor uses, and high-quality materials. At the end of the second paragraph of **Action LWP3.4** in the draft, following the sentence ending with "...code amendments have not been adopted" (p. 80), insert the following text: "The City could explore performance-based design solutions that enhance the public realm, as alternatives specific to each parcel, if the 2018 recommendations are reconsidered."

3. Technical Clarifications.

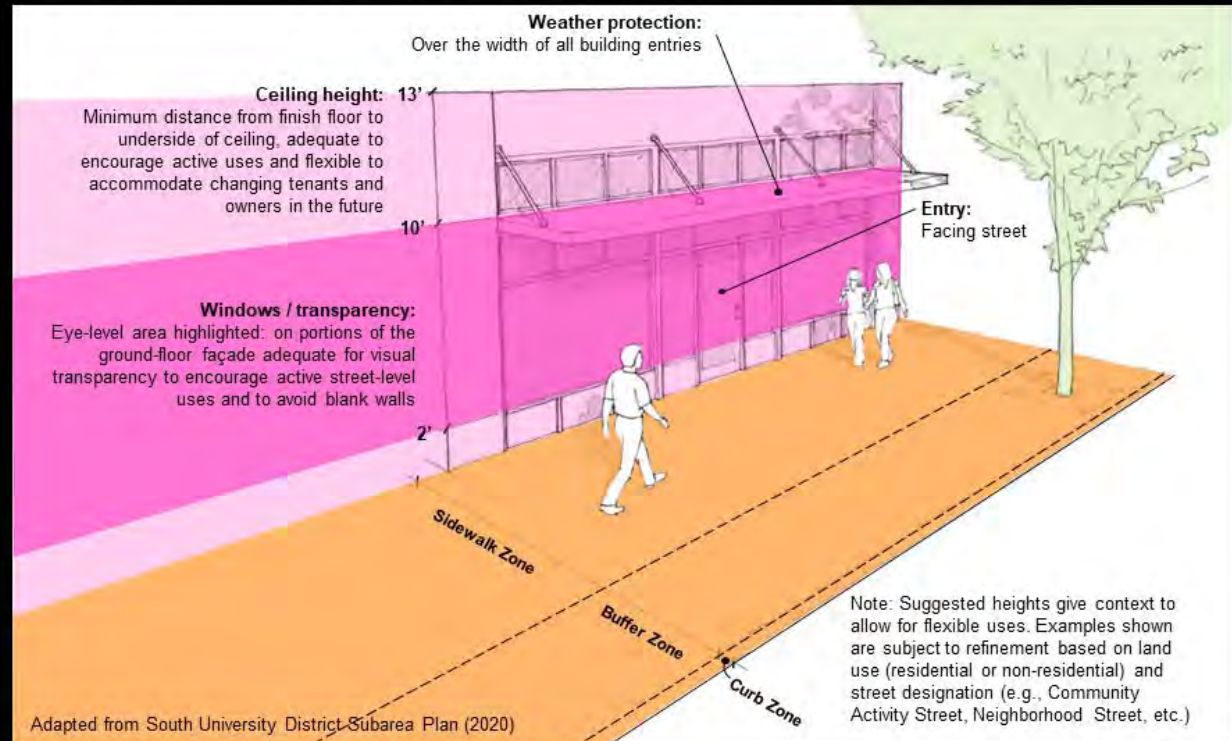
The subcommittee recommends the following technical clarifications:

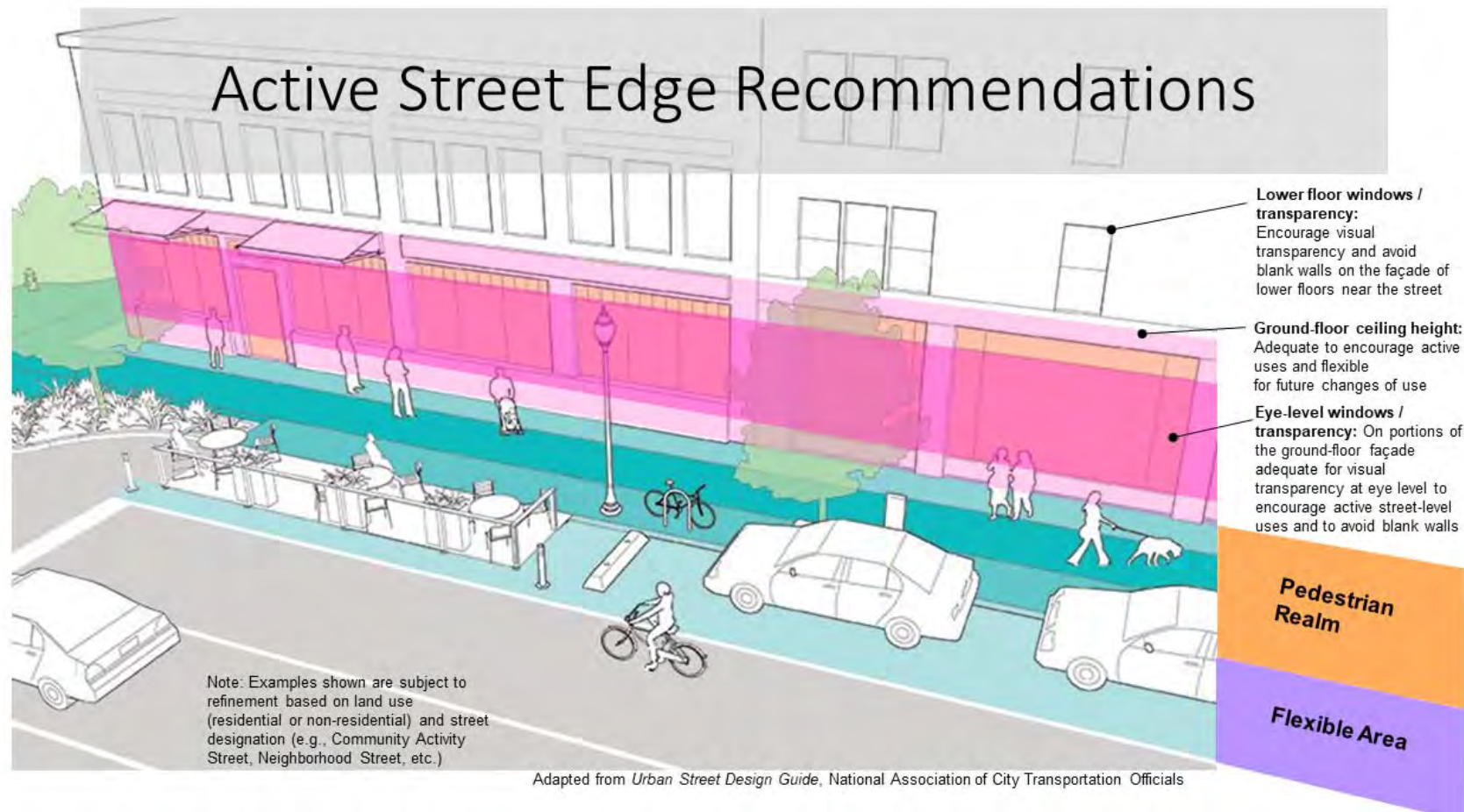
LWP2.1 – In the first paragraph, substitute "ground-floor retail sales and service uses" for "a retail plinth" (p. 77). As amended, the full sentence would read: "Design of the ground floor can reflect the human scale and contribute to a vibrant public realm, but it is unreasonable to expect ground-floor retail sales and service uses to be successful in every location Downtown."

LWP3.4 – In the second paragraph, include the date (2018) when the Plan Commission's recommendation for the Downtown Core-100 (DTC-100) occurred (p. 80).

Measures of Success – Change the Measure "**# of New Affordable Housing Units**" to apply to Low- and Moderate-Income Households, 80 percent of area median income (p. 116).

Active Ground Floor Recommendations





Special Meeting of the Downtown Plan Subcommittee - Draft Notes

February 17, 2021

Webex Teleconference

Meeting Notes: Meeting called to order at 5:00 PM by Greg Francis

Attendance:

- Subcommittee Members Present: Todd Beyreuther, Greg Francis, Chuck Horgan,
- Board Members Not Present: Thomas Sanderson, Carole Shook, Michael Baker, Lori Kinnear, Ted Teske, Kathy Lang
- *Quorum Present: no*
- Staff Members Present: Dean Gunderson, Nate Gwinn, Jackie Churchill, Amanda Beck

Public Comment: None

Agenda:

1) Spokane Downtown Plan Overview

- a) Downtown Plan [Draft Plan](#)
 - Presentation provided by Nathan Gwinn
 - Questions asked and answered
 - Discussion ensued
- b) [Downtown Plan Update Project web page](#)
 - Presentation provided by Nathan Gwinn
 - Questions asked and answered
 - Discussion ensued

2) Plan next meeting (if necessary)

Next Downtown Plan Subcommittee Meeting scheduled for March 3rd at 5-6:30.

Meeting Adjourned at 6:30 PM

Special Meeting of the Downtown Plan Subcommittee - Draft Notes

March 3, 2021

Webex Teleconference

Meeting Notes: Meeting called to order at 5:00 PM by Greg Francis

Attendance:

- Subcommittee Members Present: Todd Beyreuther, Greg Francis, Chuck Horgan, Michael Baker
- Board Members Not Present: Thomas Sanderson, Carole Shook, Lori Kinnear, Ted Teske, Kathy Lang
- *Quorum Present: no*
- Staff Members Present: Dean Gunderson, Nate Gwinn, Jackie Churchill, Amanda Beck, Shea Blackwell

Meeting Objectives:

- Continue discussion of items of interest in draft plan
- Determine whether there is a need for additional subcommittee meetings

Public Comment: None

Agenda:

- 1) Draft 2/17/2021 Meeting Notes
- 2) Social services-related polices: housing, public spaces, and organized Downtown
- 3) Ground floor and public realm street environment
- 4) Next meeting (if needed)

Next Downtown Plan Subcommittee Meeting scheduled for -

Meeting Adjourned at 7:00 PM

A YEAR IN REVIEW

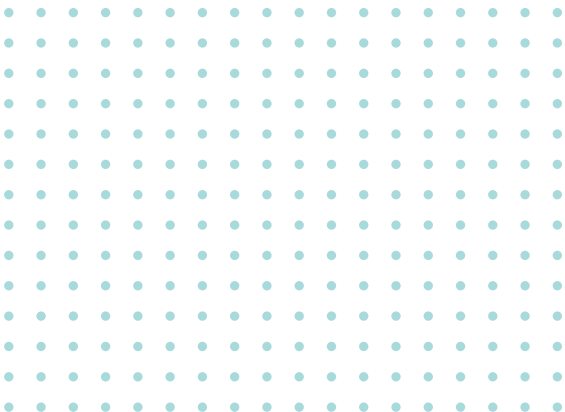
CITY OF SPOKANE

2020 Plan Commission

Contents



- Purpose of the Plan Commission 3
- Commission Members4
- Workshop and Hearing Description..... 5
- Workshop and Hearing Overviews6-12



Purpose of the Plan Commission

Plan Commission provides advice and makes recommendations on broad planning goals, policies, and other matters as requested by the City Council.

The Plan Commission provides opportunities for public participation in City planning by providing, through its own membership, an informed opinion to complement the work of the City's elected officials and administrative departments. They also solicit public comment on planning issues of City-wide importance or of a substantial community concern, evaluating those comments received. Assistance of experts and others with knowledge or ideas to contribute to City planning are secured as well.

In addition to and in specification of the general charge in Charter Section

128, the commission has authority over and responsibility for the following functions:

Comprehensive Planning: To propose the adoption, coordination, amendment and implementation, from time to time, of the elements of the Comprehensive Plan.

Zoning: To interpret and recommend amendments to the Spokane Municipal Code to determine specified zoning issues not entrusted to the Hearing Examiner, such as area-wide re-zones.

Annexation: To make recommendations to City Council on petitions for annexation of land to the City.

Meeting date, time and location: The Plan Commission meets the 2nd and 4th Wednesday of each month at 2 p.m.

Authorized through
Charter Section 128, in
1910 and SMC 04.12

A quorum is a majority of the current members of the Plan Commission but can't be less than five members.

TODD
BEYREUTHER

President
01/01/19 - 12/31/22

GREG
FRANCIS

Vice President
01/01/18 - 12/31/21

MICHAEL
BAKER

Commissioner
01/01/14 - 12/31/20

JOHN
DIETZMAN

Commissioner
01/01/14 - 12/31/20

DIANA
PAINTER

Commissioner
01/01/18 - 02/10/21

SYLVIA
ST. CLAIR

Commissioner
01/01/18 - 12/31/21

CAROLE
SHOOK

Commissioner
01/01/14 - 12/31/20

NEW MEMBERS IN 2020

Three new members were added to the Plan Commission on June 8th, 2020.

THOMAS
SANDERSON

Commissioner
06/08/20 - 12/31/23

CLIFFORD
WINGER

Commissioner
06/08/20 - 12/31/23

JO ANNE
WRIGHT

Commissioner
06/08/20 - 12/31/23

LIAISON MEMBERS

CANDACE
MUMM

**City Council
Liaison**

MARY
WINKES

Community Assembly Liaison



Plan Commission Workshops and Hearings

Workshops are working sessions of the Plan Commission held to discuss items in preparation for public hearings. City staff facilitates the dialogue, provides information, composes working drafts and answers questions. No public testimony is taken during workshops, however persons may be invited to speak by the President when appropriate, as long as all known parties have been notified and included.

Plan Commission holds public hearings and makes recommendations to the City Council regarding the following matters:

Amendments to the City's Comprehensive Plan and the development regulations implementing the Comprehensive Plan.

Changes in the corporate limits of the City, including the land use designations and zoning to become effective upon the annexation of any area proposed for annexation or which might reasonably be expected to be annexed by the City at any future time.

Read the full Plan Commission Findings and Recommendations [HERE](#) on the City of Spokane Plan Commission webpage



Plan Commission Workshop & Hearing Overview

January - March

The year 2020 began with a set of unique challenges stemming from the Covid-19 Pandemic. In March, Governor Inslee's Stay Home, Stay Safe order prohibited in-person meetings making traditional Plan Commission meetings impossible. Adeptly adapting to changing circumstances, the City of Spokane moved the meeting to an online platform. However, from March to May, meetings were limited to urgent and time sensitive hearing Items.

Hearings:

Street Name Change Package

A hearing to consider multiple proposed street name changes.

- By a vote of 6 to 0, the Plan Commission recommends to the City Council the approval of the proposed roadway name changes, subject to the following condition: "...that the City delay implementation of these changes for a time until ways of assisting the affected residents who have limited resources and abilities can be explored."

Workshops:

Renaming of East Central Community Center

A process to consider new names for the Center was launched and the City of Spokane created a list of possible names for consideration. The options recognize individuals who have made significant contributions to the City of Spokane, as well as names that have geographic or historical significance. The Martin Luther King, Jr. Family Outreach Center is the chosen name.

Update to Downtown Plan

A presentation of the updated Downtown Plan was discussed during the Plan Commission workshop. The Downtown Plan is expected to result in a series of recommended actions and guide new improvements for the next ten years.

Receivership Code Amendment

Changes needed to SMC sections 17F.070.470 and 17F.070.490 in order to allow receivership as an alternative to demolition of abandoned properties.

SRTC Division Street Study & US195 / I-90 Study

SRTC and partners seek creative strategies to mitigate congestion, improve traffic safety, and support land use and economic development goals all while preserving the ability of the corridors to facilitate regional throughout.

Design Guidelines Creation for Public Projects, PUD, Sky Buildings

This project entails crafting new design guidelines for Public Projects and Structures, Skywalks over Public Rights-of-Way, and City-Wide Guidelines. Also to evaluate the worth of continuing with design review of Planned Unit Developments (PUDs). If there is significant value in continuing design review for PUDs then the City will need Design Guidelines for this project type.

6 Year Street Program Update

In order to comply with the provisions of the Growth Management Act and RCW 35.77.010, and for the City of Spokane to qualify for grant and low interest loan funds, it is required that the City maintain a 6-Year Capital Improvement plan for its capital street program.

South University District Subarea Plan

Planning Services staff and Project Team have developed a draft South University District Subarea Plan to guide future development in a 214-acre area just east of the Downtown core. Based on the framework provided by the subarea plan's goals and policies, a proposed Comprehensive Plan Amendment and corresponding map changes would focus higher-density commercial development and more detailed design requirements along the Sprague Avenue and Sherman Street corridors.

Plan Commission Workshop & Hearing Overview

April - June

Hearings:

6 Year Street Program Consistency Review

These capital plans provide a blueprint for improving the City's sewer, water, and transportation infrastructure in a rational, coordinated, cost-effective manner.

- By a vote of 7 to 0, the Plan Commission recommended the approval of these amended documents by the City Council.

Workshops:

Northbank Subarea Plan

The City will be conducting a planning process for the North Bank this year, which will focus on the vision and strategies to guide new development and ensure a vibrant North Bank.

Proposed Cannon Streetcar Historic District

Historic designation is one method of ensuring that changes to your neighborhood occur thoughtfully, preserving the fabric that people love—homes with history, vital dwellings that preserve the past, while acknowledging modern lifestyles. Historic district designation can preserve the essential features of a neighborhood, while permitting contemporary improvements and additions that contribute to the historic character of the area.

6 Year City Wide Capital Program Consistency Review

The Six Year Comprehensive Programs are annually updated and presented to the City Plan Commission for recommendation and to the City Council for adoption. Staff works directly with the departments within Public Works and Utilities to identify and coordinate capital projects and to scope projects. The Capital Programs Section performs strategic infrastructure planning, conducts special studies and provides general planning functions to support the Public Works and Utilities Departments. Staff seeks, develops and administers grants, loans and other revenue sources for the City's capital projects.

Comprehensive Plan Amendments

The City of Spokane accepts applications to amend the text or maps in the Comprehensive Plan between September 1 and October 31 of each year, per SMC 17G.020. All complete applications received will be reviewed by a city council subcommittee and those placed on the Annual Comprehensive Plan Amendment Work Program for the City of Spokane will begin full review early in the calendar year. Anyone may make a proposal to amend the City's Comprehensive Plan. There were nine proposed Amendments this year: Z19-499COMP, Z19-501COMP, Z19-502COMP, Z19-503COMP, Z19-504COMP, Z19-505COMP, Z20-019COMP, Z20042COMP, Z20-045COMP

Grand Blvd. Transportation & Land Use Study

Grand Boulevard is a key north-south arterial for the City of Spokane through the South Hill neighborhoods. The Grand Blvd. corridor study was commissioned to understand existing issues for pedestrians, bicyclists, and vehicles, develop potential streetscape improvements, and identify economic opportunities and zoning needs.



Property in proposed Cannon Streetcar Historic District

Plan Commission Workshop & Hearing Overview

July- September

Hearings:

South University District Subarea Plan

Provides a vision for future development of a 214-acre area just east of the downtown core. The subarea plan includes a vision statement, goals, and policies to guide future development in the South University District, and proposes specific zone changes in a 90-acre area focused on the frontages of E. Sprague Avenue and S. Sherman Street.

- By a vote of 9 to 1, Plan Commission recommended that City Council recognize the subarea plan and approve the map amendments.

Grand Boulevard Transportation & Land Use Study

Is a record of the neighborhood's ongoing desire and effort to continue building vibrant, healthy, active, safe, and connected neighborhoods for all residents.

- By a vote of 9 to 0 the Spokane City Council APPROVE the Resolution recognizing the Study.

North Foothills CC3 Overlay Zone Expansion

Applying a CC-3 overlay allowed a unified development approach. Properties to the

southwest of the CC-1 center already had a planning overlay zone which allowed property in a different zoning category, such as Light Industrial, to use the standards of the CC-1 zone for development. Expanding the CC-3 overlay to the north and to a portion northeast of the existing CC-1 zoning allowed both proposed projects the option to develop to the CC-1 Standards.

Comprehensive Plan Amendments

The City of Spokane accepts applications to amend the text or maps in the Comp. Plan between 9- 1 and 10- 31 of each year. Those applications placed on the Annual Comprehensive Plan Amendment Work Program will begin full review early in the year. Anyone may make a proposal to amend the City's Comprehensive Plan.

- Z19-4 99COMP- by a vote of 9 to 0, the Spokane Plan Commission recommends City Council APPROVE the requested amendment
- Z19-501COMP- by a vote of 9 to 0, the Spokane Plan Commission recommends City Council DENY the requested amendment
- Z19-502COMP- by a vote of 9 to 0, the Spokane Plan Commission recommends City Council APPROVE the proposed amendment for parcels 35273.0305 and 35273.0306 to the Land Use Plan Map of the City's Comprehensive Plan with corresponding amendment to the

City's Zoning Map, and by a vote of 9 to 0, recommends City Council DENY the requested amendment for parcels 35273.0219 and 35273.0220 to the Land Use Plan Map

- Z19-503COMP- by a vote of 8 to 1, the Spokane Plan Commission recommends City Council APPROVE the requested amendment
- Z19-504COMP- by a vote of 9 to 0, the Spokane Plan Commission recommends City Council APPROVE the requested amendment
- Z19-505COMP - by a vote of 7 to 0 and 1 abstention, the Spokane Plan Commission recommends City Council DENY the requested amendment
- Z20-019COMP- by a vote of 8 to 0, the Spokane Plan Commission recommends City Council APPROVE the requested amendment
- Z20-042COMP- by a vote of 9 to 0, the Spokane Plan Commission recommends City Council APPROVE the requested amendment
- Z20-045COMP- by a vote of 9 to 0, the Spokane Plan Commission recommends City Council APPROVE the requested amendment

Plan Commission Workshop & Hearing Overview

July- September

Workshops:

Street Engineering Design Standards Chapters and SMC Updates

The City Design Standards guide and govern the development, redevelopment, and reconstruction of facilities built in the right-of-way. This transportation chapter update will include the current state of practice across the nation, with focus and reference sections that bring the design of pedestrian and bicycle facilities up to standards for better serving all ages and abilities. These standards also promote continuity and networking of the City's streets and sidewalks, as well as the integration of utilities that share right-of-way space.

Housing Action Plan

The City of Spokane is creating the Housing Action Plan to help increase housing options that are affordable and accessible for people and families of all incomes. The plan will provide a strategic approach to address current and future housing needs of the Spokane community. It will provide a coordinated vision that supports more people being able to find a home that meets their needs with access to opportunities, services and amenities.

North Foothills CC3 Overlay Zone Expansion

The City received requests from two groups - Catholic Charities Eastern Washington and Spokane Public Schools to consider expanding the CC-3 Overlay Zone. Property located in a CC-3 Overlay Zone may "opt-in" and use the CC-1 or CC-2 standards (see Spokane Municipal Code 17C.122.020 for a list of allowed uses and development standards). Both applicant groups were aiming to aggregate properties in a mix of zoning categories: primarily a mix of CC-1-EC and LI (Light Industrial), making site design and use considerations problematic. Applying a CC-3 overlay allowed a unified development approach. Properties to the southwest of the CC-1 center already had a planning overlay zone which allowed property in a different zoning category, such as Light Industrial, to use the standards of the CC-1 zone for development. Expanding the CC-3 overlay to the north and to a portion northeast of the existing CC-1 zoning allowed both proposed projects the option to develop to the CC-1 Standards.



Affordable Housing at Jayne Auld Manor

Plan Commission Workshop & Hearing Overview

October - December

Hearings:

Street Engineering Design Standards Chapter 3 and SMC Updates

The City Design Standards guide and govern the development, redevelopment, and reconstruction of facilities built in the right-of-way. This transportation chapter update will include the current state of practice across the nation, with focus and reference sections that bring the design of pedestrian and bicycle facilities up to standards for better serving all ages and abilities. These standards also promote continuity and networking of the City's streets and sidewalks, as well as the integration of utilities that share right-of-way space.

- By a vote of 8 to 0, the Spokane City Plan Commission is certifying that the update to Chapter 3 of the Engineering Design Standards and accompanying Spokane Municipal Code revisions, Findings of Fact, Conclusions, and Recommendation Engineering Design Standards Chapter 3 and SMCs p. 3 are in conformance with the City of Spokane's Comprehensive Plan as required by RCW 36.70A and are recommended for adoption by the Spokane City Council.

6 Year City Wide Capital Program

The Six Year Comprehensive Programs are annually updated and presented to the City Plan

Commission for recommendation and to the City Council for adoption. Staff works directly with the departments within Public Works and Utilities to identify and coordinate capital projects and to scope projects. The Capital Programs Section performs strategic infrastructure planning, conducts special studies and provides general planning functions to support the Public Works and Utilities Departments. Staff seeks, develops and administers grants, loans and other revenue sources for the City's capital projects.

- By a vote of 8 to 0, the Spokane City Plan Commission is certifying that the 2021-2026 Six Year Citywide CIP is in full compliance with the existing Spokane Comprehensive Plan as required by RCW 36.70A and RCW 35.77.010 and is recommended for adoption by the Spokane City Council.

Renaming Fort George Wright Drive

An application was submitted by the Councilmembers Karen Stratton and Betsy Wilkerson for a Street Name Change for the renaming of Ft. George Wright Drive, between Government Way and TJ Meenach Bridge, to be renamed "Whistalks Way."

- By a vote of 10 to 0, the Plan Commission recommends to the City Council the approval of the proposed street name changes, to

include historical signage on the former name, the new name, and why the name was changed.

Receivership Code Text Amendment SMC 17F

The Building Official process is an administrative hearing process aimed at resolving substandard, abandoned, unfit, or nuisance properties in the City of Spokane.

However, this process could have a greater impact with the ability to direct properties towards a receivership process. With the assistance of the Legal Department, the Building Official and Code Enforcement staff could petition the courts for a receiver to be appointed upon failure to comply with the Building Official's orders within a specified time. Code text amendments would be necessary to formalize receivership as an option for the Building Official process.

- By a vote of 8 to 0, the Plan Commission recommends approval of the proposed amendments to the Spokane Municipal Code as they relate to the Existing Building and Conservation Code.



Newly Renamed Whistalks Way

Plan Commission Workshop & Hearing Overview

October - December

Hearings Continued:

Remanded Z19-502COMP - 29th & Ray - Comprehensive Plan Amendment

At its hearing on the annual comprehensive plan amendment proposals, the City Council remanded application Z19-502COMP to the Plan Commission for further consideration. Specifically, the City Council requested input from the Plan Commission and neighborhood council whether to modify the proposal to change the Land Use Plan Map Designation to Residential 15-30 on the parcels east of Ray Street, instead of the Office designation requested by the applicant.

○ By a vote of 7 to 1 with one abstention on the final motion, the Plan Commission recommends Residential 10-20 for the two subject parcels, was made according to the following findings by the Plan Commission:

- The residential two-family zoning category is more restrictive than a multi-family zoning category, while still providing for greater density to serve the nearby Lincoln Heights District Center.

- Residential uses were envisioned by the City Council remand, and the public has had sufficient opportunity to provide input and comment on a residential use in this location.

- Residential Two-Family (RTF) zoning would not allow a conditional use permit for Office use on these parcels, as would be possible under Residential Multi-Family zoning category.

- Existing Land Use Plan Map Designations and Zoning designations around the Lincoln Heights District Center already provide for transitional land uses described in LU 3.2, Centers and Corridors.

- In consideration of decision criteria outlined in Spokane Municipal Code 17G.020.030, the Plan Commission finds the following:

- The modified proposal recommended by Plan Commission meets the decision criteria outlined in 17G.020.030.A through J, including meeting the requirements of GMA and the Comprehensive Plan; without limiting the generality of the foregoing, the modified proposal is consistent with the City's Comprehensive Plan and regional plans and population forecasts.

- A Land Use Plan Map designation of "Residential 10-20" and a zoning designation of "Residential Two-Family" would better

meet the decision criteria outlined by Spokane Municipal Code 17G.020.030, especially as it relates to the location criteria in the Comprehensive Plan (criterion K.2.a), and would better implement the Comprehensive Plan (criterion K.2.c).

- The site may not be entirely suitable for development of a single-family home due to access, traffic, and parking impacts related to the adjacent intersection (criterion K.2.b).



29th and Ray

Plan Commission Workshop & Hearing Overview

October - December

Workshops:

Receivership Code Text Amendment SMC 17F

In a workshop, the Building Official process was discussed and City staff explained how this process could have a greater impact with the ability to direct properties towards a receivership process. With the assistance of the Legal Department, the Building Official and Code Enforcement staff could petition the courts for a receiver to be appointed upon failure to comply with the Building Official's orders within a specified time. Code text amendments would be necessary to formalize receivership as an option for the Building Official process.

Code Maintenance, Spokane Municipal Code - various sections

The 2020 Unified Development Code (UDC) Maintenance Project is a list of proposals for changes to some Titles in the Spokane Municipal Code (SMC). These are most often proposed by City Planning and Developer Services staff over time. The Maintenance project purpose is to respond to needed corrections, changing conditions, and the potential for improvements for all users.

This is the first overall maintenance effort undertaken and adopted since 2015. Several chapters of the SMC will be included. Shaping Spokane, the 2017 adopted City of Spokane Comprehensive Plan Chapter 3 Land Use policy

7.2 calls out a continuing review process; the continuing need for periodic maintenance of the SMC is intended to aid the public in preparing applications for development and reviews by staff for relying on code citations and the enforcement of same.

The first Phase of this Proposal was presented to Plan Commission and concerns minor changes which include redundant phrasing or inaccurate word choice without changing meaning or substance.

Housing Action Plan Update

The City of Spokane is preparing a Housing Action Plan to address current and future housing needs of the Spokane community. The Housing Action Plan will provide a strategic approach for the City to increase housing options that meet the needs of residents at all income levels. The planning process will follow a data-driven, community-informed approach with a focus on equity built on inclusive outreach and engagement with residents, partners, and City leaders. The outcome will be a coordinated vision that focuses attention, builds community support, and promotes accountability for enacting change.

The City hosted a series of roundtable discussion in September and October 2020 with community stakeholders to engage in deeper discussions and guide the development of key priorities around

development regulations, land use and housing policy, equity, and affordable housing and rental housing. The City worked with EcoNorthwest (a consultant) to complete a draft housing needs assessment that provides data which helps inform gaps and housing needs. Staff will also be publishing a community survey in November 2020 to gather experiences and issues related to housing from community members. This survey will be available in multiple languages, a first for a planning survey in Spokane.

International Fire Code Update

Spokane Fire Marshal presented updates/amendments made to the International Fire Code and subsequent changes made to the Spokane Municipal Fire Code.



Single Family Residence Converted into a duplex

MEMO:

TO: Spokane City Plan Commission

FROM: Louis Meuler, Plan Commission Secretary

SUBJECT: Plan Commission Secretary Report for 3-24-2021.

DATE: 3/17/2021

At the 3-2-2021 Plan Commission Transportation Subcommittee (PCTS) meeting the PCTS recommended updating the PCTS Rules of Procedure with the following changes. They request the Plan Commission approve of these changes to the formal Plan Commission Sub-Committee Rules of Procedure. The full PCTS Rules of Procedure are available at the following link:

<https://static.spokanecity.org/documents/bcc/commissions/plan-commission/transportation-subcommittee/general-documents/pcts-rules-of-procedure-2020-10-07.pdf>

Amend Rule 5.1 updating the webpage location where the agenda and meeting notice is now located on the Plan Commission Transportation Sub-committee webpage:

"Unless a law specifies particular notice requirements for an agenda item, and except as provided below, the agenda is the only required notice. A copy of the agenda is provided five (5) calendar days in advance of the Subcommittee meetings to Commission members and other interested parties and on the ~~Spokane Planning & Developer Services website~~ <http://spokaneplanning.org> Plan Commission Transportation Subcommittee web page."

Amend Rule 9(a) specifying that draft minutes will be posted on the Subcommittee webpage, if there is not a regularly scheduled meeting to be held within the next month:

"The Secretary prepares official minutes of the meetings containing the actions of the Subcommittee and a substantive account of the proceedings. Draft minutes shall be provided as a part of the next Subcommittee meeting agenda materials or posted and marked as "DRAFT" on the Plan Commission Transportation Subcommittee web page if there is not a regularly scheduled meeting to be held within the next month. The minutes of all meetings shall be approved by the Subcommittee, signed by the Secretary, posted on the Plan Commission Transportation Subcommittee web page, and placed on public record in the office of the City Clerk."

Amend Rule 9(b) should state:

"Any documents, maps, charts, presentations, or other material presented to the Subcommittee along with the Subcommittee's briefing packets shall be stored in the office of the Secretary, posted on the Plan Commission Transportation Subcommittee web page, and are public record."