



# Spokane Plan Commission Agenda

Wednesday, April 10, 2024

2:00 PM

Hybrid - Council Briefing Center / 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 Plan Commission on any topic not on the agenda.

### Commission Briefing Session:

2:00 – 2:20	<ol style="list-style-type: none"> <li>1. Approve <a href="#">3/13/2024</a> and <a href="#">3/27/2024</a> meeting minutes</li> <li>2. City Council Report</li> <li>3. Community Assembly Liaison Report</li> <li>4. President Report</li> <li>5. Transportation Sub-Committee Report</li> <li>6. Secretary Report</li> </ol>	<p>All CM Kitty Klitzke Mary Winkes Greg Francis Clifford Winger Spencer Gardner</p>
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### Workshops:

2:20 – 2:50	1. <a href="#">Center &amp; Corridor Update – Focus Area Sketches</a>	Colin Quinn-Hurst/Tyler Kimbrell/MAKERS
2:50 – 3:20	2. <a href="#">Six Year Street Plan Update</a>	Kevin Picanco
3:20 – 3:30	3. <a href="#">South Logan Implementation Update</a>	KayCee Downey
3:30 – 3:45	4. <a href="#">Plan Commission Rules of Procedure</a>	Spencer Gardner

**Adjournment: The next PC meeting will be held on Wednesday, April 24, 2024**

**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 [mlovmaster@spokanecity.org](mailto:mlovmaster@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.

# Plan Commission Meeting Information

Wednesday, April 10, 2024

Plan Commission 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 meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID:  
213 698 980 677

Meeting ID: 213 698 980 677

Passcode: BgoP4d

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**Join with a video conferencing device**

[cityofspokane@m.webex.com](mailto:cityofspokane@m.webex.com)

Video Conference ID: 116 540 092 1

[Alternate VTC instructions](#)

**Or call in (audio only)**

+1 323-618-1887,,215215222# United States, Los Angeles

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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:

[plancommission@spokanecity.org](mailto:plancommission@spokanecity.org)

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

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# Plan Commission & Committees

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## Upcoming Agenda Items

April 24, Plan Commission (90 minutes available) Hybrid		
Housing Work Group		
1:00 – 1:30	Canceled	
Workshop		
Time	Item	Presenter
2:00 – 2:20	Meeting Briefing	Plan Commission
2:20 – 3:15	South Logan TOD Implementation Drafts	KayCee Downey
3:15 – 3:45	Comprehensive Plan Periodic Update & Climate Planning	Tirrell Black, Maren Murphy

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# Spokane Plan Commission - Draft Minutes

Wednesday, March 13, 2024

Webex Teleconference

Meeting Minutes: Plan Commission Workshop called to order at 2:00 pm by Ryan Patterson, VP.

## Attendance for Plan Commission Workshop:

- Board Members Present: Greg Francis (President), Ryan Patterson (Vice President), Clifford Winger, Tim Williams, Sandra Neperud, Jesse Bank
- Board Members Not Present: Kris Neely & Carole Shook
- Non-Voting Members Present: Mary Winkes (Community Assembly Liaison), Council Member Kitty Klitzke
- Non-Voting Members Not present: *None*
- *Quorum Present: Yes*
- Staff Members Present: Spencer Gardner, Angie McCall, Ryan Benzie, Kevin Freibott, James Richman, Tim Thompson, Jackie Churchill, Della Mutungi, KayCee Downey, Maren Murphy, Brandon Whitmarsh, Tyler Kimbrell, Tirrell Black

**Public Comment:** Citizens are invited to address the Plan Commission on any topic not on the agenda. 3 Minutes each.

- Citizen, Derek Azzaro, requested that anything having to do with Centers and Corridors be presented at a regularly scheduled City Council meeting instead of the Plan Commission Workshops.

**Minutes:** Minutes from 2/28/2024 approved unanimously.

## **Briefing Session:**

1. **City Council Liaison Report - CM Kitty Klitzke**
  - Council Member Klitzke stated that they had a Land Use Town Hall meeting in February that was well-attended with some creative suggestions as to input from the community for the Comprehensive Plan Update. Other items discussed were water use, downtown housing and parking, resolutions from neighborhood councils, and transit.
2. **Community Assembly Liaison Report - Mary Winkes**
  - Mary Winkes reported that there are some unclear procedures when it comes to resolutions with the Community Assembly. Council President Wilkerson is aware of this and will be addressing this with Council and the Community Assembly.
3. **Commission President Report - Greg Francis**
  - President Greg Francis reported that he will be back in person in a couple of weeks. He also spoke with Commissioner Michael Baker and Michael has chosen to resign from the Plan Commission at this time.
4. **Transportation Subcommittee Report - Clifford Winger**
  - Cliff Winger reported that PCTS met, and the information presented at that meeting is included in the Plan Commission agenda packet. The first item is from Integrated Capital Management and the six-year program that will come before the Plan Commission. Secondly, Clint Harris from the Streets department gave his presentation that is also included in the PC agenda.
5. **Secretary Report - Spencer Gardner**



- Spencer Gardner reported that we have a new Plan Commissioner in Saundra Neperud. Saundra has taken Todd Beyreuther's seat on the Commission. The Mayor and City Council have taken a phased approach when it comes to these appointments. Commissioners Jesse Bank and Tim Williams have been reappointed. There are two reappointments still pending as well as two vacancies (from Christopher Britt and Michael Baker).
- Spencer also shared that the next regularly scheduled meeting will be the Plan Commission retreat in which they will be meeting and doing a tour of the Northeast (Hillyard area). If you would like transportation to the Northeast Community Center, we will be meeting here at City Hall at 1:30pm in the lobby. We will then travel to the Community Center to begin at 2:00pm with a brief introduction and then a traveling tour of the area will ensue.
- Spencer mentioned that Commissioner Jesse Bank is the director of the Northeast PDA and will be participating next week as a member of the project team and not as a Plan Commissioner.
- Saundra Neperud took a few minutes to introduce herself to the Commission.

**Current Agenda:** The current agenda was approved unanimously.

**Workshop(s):**

- **Plan Commission Rules of Procedure**
  - Presentation provided by Spencer Gardner.
  - Questions asked and answered.
  - Discussion ensued.

**\*Quick recess to move from the Briefing Center to the Council Chambers due to technical difficulties. Motion was proposed by VP Ryan Patterson and seconded by Cliff Winger. Motion passed unanimously. Recessed at 2:55pm and reconvened in Council Chambers at 3:01pm.**

- **South Logan TOD Implementation Review**
  - Presentation provided by staff member KayCee Downey.
  - No questions were asked and no discussion ensued.
- **DivisionConnects/STA 2035 Plan**
  - Presentation provided by Dan Wells and Brian Jennings with Spokane Transit Authority.
  - Questions asked and answered.
  - Discussion ensued.

Workshop Adjourned at 3:51 PM.

Next regularly scheduled Plan Commission Meeting is on Wednesday, March 27, 2024.

**Plan Commission Hearing:**

Hearing called to order at 4:00pm by Vice President Ryan Patterson

**Attendance:**

- Board Members Present: Greg Francis (President), Ryan Patterson (Vice President), Jesse Bank, Clifford Winger, Tim Williams, Saundra Neperud
- Board Members Not Present: Kris Neely & Carole Shook
- Non-Voting Members Present: Mary Winkes
- *Quorum Present: Yes*

- Staff Members Present: Spencer Gardner, Angie McCall, Ryan Benzie, Kevin Freibott, James Richman, Tim Thompson, Jackie Churchill, Della Mutungi, KayCee Downey, Maren Murphy, Brandon Whitmarsh, Tyler Kimbrell, Tirrell Black

**Hearing Topic:**

Paper Cuts Q1 2024

Proposed amendments to:

Paper Cuts Q1 2024

Proposed amendments to:

SMC 17A.020.020, SMC 17A.020.030, SMC 17A.020.080, SMC 17C.120.110, SMC 17C.190.450, SMC 17C.200.050, SMC 17D.010.020, SMC 17G.020.040, SMC 17G.061.320, SMC 17G.070.030, SMC 17H.010.130, SMC 17C.122.070, SMC 17C.122T.001, SMC 17G.061.010

- Presentation by staff member Jackie Churchill
- Questions asked and answered.
- Discussion ensued.

**Public Testimony**

No public testimony.

***\*Motion: Vice President Patterson I [Jesse Bank] move to approve the proposed paper cuts amendments as written in today's Plan Commission agenda packet. Clifford Winger seconded.***

**Deliberation:**

- Discussion ensued.
- Questions asked and answered.

***Motion: Vice President Patterson I [Jesse Bank] move to include in the findings of fact that the Plan Commission's desire to revisit SMC 17A.020.020 AB#1 relating to the definition of building coverage in the forthcoming round of paper cuts amendments. Clifford Winger seconded.***

**Motion passes unanimously.**

**Vote on original motion (signified by \*) passed unanimously.**

Hearing Adjourned at 4:18 PM.

Next Plan Commission Meeting is scheduled for Wednesday, March 27, 2024

# Spokane Plan Commission Special Meeting - Draft Minutes

Wednesday, March 27, 2024

Northeast Community Center

Meeting Minutes: Plan Commission Workshop called to order at 2:05 pm by Ryan Patterson

## Attendance for Plan Commission Workshop:

- Board Members Present: Ryan Patterson (Vice President), Clifford Winger, Tim Williams, Carole Shook, Kris Neely, Sandra Neperud
- Board Members Not Present: Greg Francis (President), Jesse Bank
- Non-Voting Members Present: Council Member Kitty Klitzke, Mary Winkes (Community Assembly Liaison)
- Non-Voting Members Not present:
- *Quorum Present: Yes*
- Staff Members Present: Spencer Gardner, Ryan Benzie, Jackie Churchill, Tim Thompson, Ryan Shea, Tirrell Black

Public Comment: None

## Briefing Session:

### 1. Secretary Report - Spencer Gardner

- Spencer Gardner gave an introduction on the Hillyard Subarea Plan, an update on Plan Commission reappointments, and noted that Jesse Bank was in attendance representing the Northeast Public Development Authority and not in a Plan Commissioner capacity.

## Workshop(s):

- **Hillyard Subarea Plan Work Session 2**
  - Presentation provided by Jesse Bank (NEPDA), Ryan Givens (Stantec), Tim Thompson, and Jackie Churchill
  - Questions asked and answered.
  - Discussion ensued.
- **Hillyard Opportunity Sites Tour**
  - Plan Commission, City Staff, and a representative from Stantec participated in a van and walking tour of Hillyard focused on new opportunity sites for development.

Workshop Adjourned at 4:00 PM.

Next regularly scheduled Plan Commission Meeting is on Wednesday, April 10, 2024

**BRIEFING PAPER**  
**Spokane Plan Commission**  
**Centers & Corridors Update Study**  
**Workshop April 10, 2024**

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**Subject:** Planning Services staff is working with a consultant team to assess the City of Spokane's Centers and Corridors growth strategy. The consultant team consists of MAKERS Architecture & Urban Design, SCJ Alliance, and Leland Consulting Group. This study assesses the Centers and Corridors growth strategy as established in the 2001 Comprehensive Plan and expanded since adoption.

This study has produced regulatory recommendations to assist in updating the Comprehensive Plan as part of the 2026 Periodic Update. These regulations are now being tested, theoretically, for application in selected "focus area" in four locations located in Centers throughout the City. This study also informs options for addressing the interim Center and Corridor code updates established through the Building Opportunity and Choices for All interim zoning ordinance.

At the April 10 meeting of the Plan Commission, Planning Services staff provide an overview of progress to date, the consultant team will present focus area development concepts and graphics, and the study team will request feedback from Plan Commission members. The project team will present work developed since the last Plan Commission presentation on January 24, 2024.

**Background:** This presentation and discussion will include:

- A review of the role of Centers and Corridors in the Land Use Map,
- A review of regulatory recommendations, and
- An in-depth discussion by MAKERS and the consultant team, presenting development concepts that make use of recommended regulatory updates in the selected focus areas.

**Next Steps:** Following this discussion at Plan Commission, and additional public review, the study team will produce a final report that combines all deliverables produced through this study.

The full study team will return to the Plan Commission with a draft of the final report for additional review, consideration, and comment.

More information is available on the project website at:

<https://my.spokanecity.org/projects/centers-and-corridors-study/>

# Spokane Centers and Corridors Study

## Concept Development

First Draft: December 6, 2023, **Updated: January 25, 2024**

Task 4 builds on the review and analysis conducted for Centers and Corridors in Task 3. Task 3 products included a detailed evaluation of individual Centers and Corridors and a comprehensive analysis memo that addressed:

- Center typology observations
- Comprehensive Plan policy analysis
- Development regulations assessment
- Design standards and guidelines assessment
- Centers and Corridors design performance assessment

Building on that intensive evaluation, the Task 4 deliverable proposes concepts for:

- Overarching policies
- Zoning/Development Code changes
- Design standards and guidelines
- Block frontage standards
- Block size and connectivity standards



# Centers and Corridors Policy Concept

Our approach seeks to tailor comprehensive planning policy updates to accommodate optimal zoning changes to facilitate the type of mixed-use development the Plan envisions but which has not so far been developed at the desired scale or pace.

## Context

The City has prepared several neighborhood and subarea plans addressing specific policy recommendations for designated Centers and Corridors. Plans and studies for the following Centers and Corridors inform policy conversation and set the stage for an overall look at how comprehensive plan policy may adapt to achieve mixed-use development objectives.

- [Hamilton Corridor](#)
- [Shadle District Center](#)
- [Lincoln Heights District Center](#)
- [Whistalks Way \(formerly Fort George Wright Drive\) and Government Way Neighborhood Center](#)
- [North Monroe Corridor](#)
- [South Logan TOD Project](#)
- [Grand Boulevard Transportation and Land use Study](#)
- [Emerson Garfield Neighborhood Plan](#)
- [North Hill Neighborhood Action Plan including the Garland Neighborhood Center](#)

In addition, the City and partner agencies have conducted planning for broader areas that include both Centers and Corridors as well as areas not designated as a Center or Corridor in the Comprehensive Plan:

- North Bank via the [Downtown Plan Update](#)
- [South University District Subarea Plan](#)
- South Hill neighborhood connectivity ([Connectivity and Livability Strategic Plan](#), [South Hill Coalition 2014](#)) including Southgate District Center, Lincoln Heights District Center, Grand Boulevard – 12<sup>th</sup> to 14<sup>th</sup> Neighborhood Center, South Perry

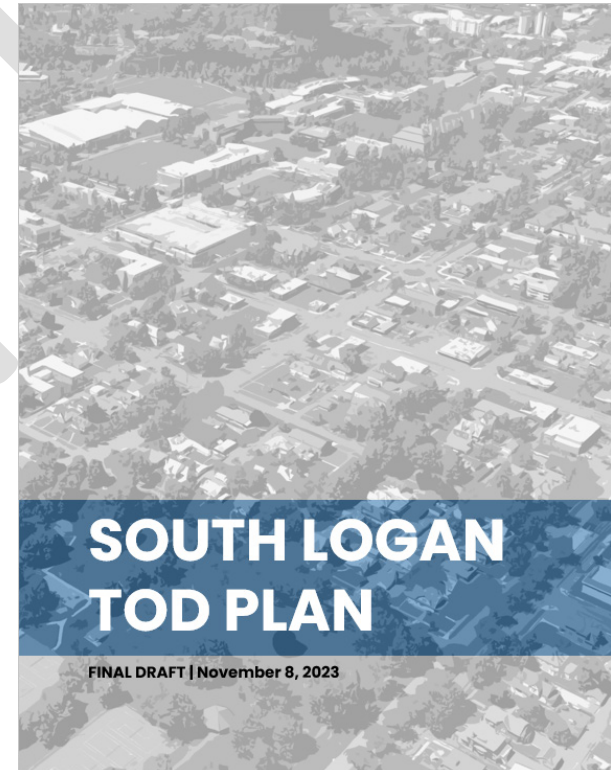


Figure 1. South Logan subarea plan cover



- Neighborhood Center, and Grand District Center
- CityLine BRT corridor via the [TOD Framework Study](#)
- Division BRT via the [DivisionConnects Phase 2 Vision and Implementation Strategy](#), including the NorthTown District Center and Holy Family Employment Center
- [East Central Neighborhood Plan Update](#) including the East Sprague Employment Center
- [West Central Neighborhood Action Plan](#) including the West Broadway Neighborhood Center and the Maxwell and Elm Employment Center

This work offers findings and initiatives for a wide spectrum of “Center” types. This project can reference and refine these findings as part of policy and zoning recommendations. In general, the various plans and studies recommend:

- **Connectivity**, where street, sidewalk, and trail connections to and through the mixed-use centers are emphasized, both to improve access for all modes of travel and to impose a sense of more intimate scale to larger centers.
- **Residential infill**, where increases in residential density within and surrounding mixed-use centers facilitates walking and rolling access to retail and services within the center and creates a transition to low intensity residential neighborhoods nearby.
- **Public realm improvements**, where streets, drives, parks, and plazas are treated to create environments attractive to pedestrians, motorists, cyclists, business owners, residents, and others who will fuel development demand adjoining the public realm consistent with overarching land use strategies.
- **Speed reduction**, slowing vehicular traffic in mixed-use areas, and more closely balancing design priority between autos and pedestrians or cyclists.
- **Pedestrian safety**, emphasizing the importance of street crossings and vehicular separation between walking and rolling travelers and those in cars or moving freight.
- **Edge permeability**, where the distinction between what is the mixed-use center and what is a residential neighborhood is somewhat blurred, encouraging convenient pedestrian and cyclist movement to, through, and between mixed-use centers.
- **Transit access**, facilitating and encouraging access to STA’s BRT or high-capacity



Figure 2. Examples of desired characteristics of Centers

network and supporting a more compact mixed-use center development design less reliant on parking.

## Existing policy gaps

The Plan's existing policy anticipated mixed uses occurring in the designated Centers and Corridors and in other areas not currently designated, such as Neighborhood Mini-Centers throughout the city or General Commercial segments along Division Street. Task 3 (Spokane Centers and Corridors: Initial Review and Analysis) describes some of the difficulties with the existing system, including:

- Size of the Centers is roughly listed in the policies, with District Centers allowed to be the largest, with large floor plate type of uses such as regional draw businesses, including large-format retail, department stores and grocery stores. It is unclear how many acres this area should be allowed to grow. Residential multifamily seems favored "adjacent" to District Centers in the policies, but there is no real definition of "adjacent," leaving this up to a situational decision by Plan Commission and City Council.
- The lack of differentiation fails to recognize the context within which the Centers and Corridors exist and doesn't acknowledge historical land use patterns. The Comprehensive Plan applies similar development expectations regardless of the area's relative potential.
- The Comprehensive Plan relies on subsequent subarea planning for each designated Center or Corridor to apply meaningful zoning designations and supporting policy. However, subarea planning for each Center since the Plan's adoption has focused primarily on localized concerns and enjoyed only limited funding. Subarea plans have not consistently satisfied the land use objectives in the Comprehensive Plan. Subarea planning inherently is costly and can be a multi-year process.
- Without applicable subarea plans, Centers and Corridors rely on a

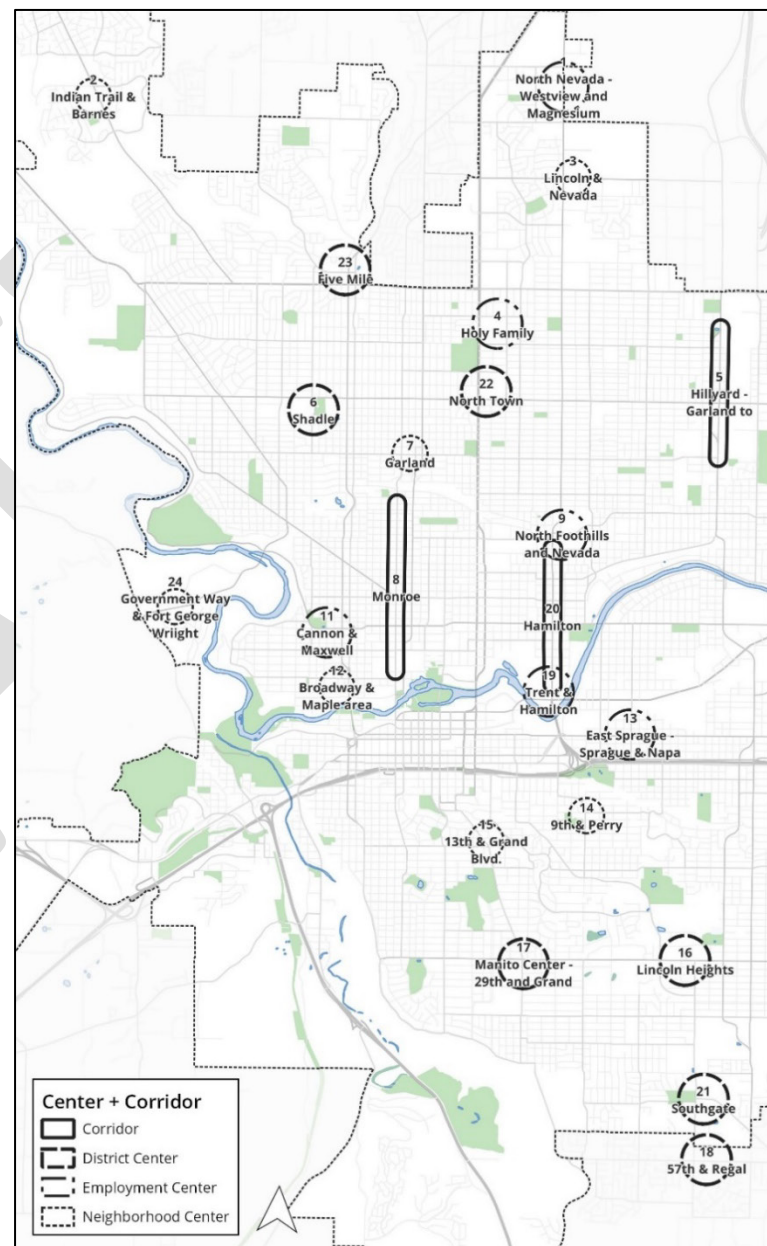


Figure 3. Designated Centers and Corridors as of November 2023



system of CC zoning districts and overlays, most of which do not match Centers and Corridors map extents. In some cases, permitted uses or required development types aren't compatible with the goals in the Comprehensive Plan.

- The relationship between Centers and Corridors policy expectations and real-world conditions may not be a good fit, with existing development patterns or transportation facilities inducing development that differs from policy intent.
- There are areas in the city, such as segments of Division Street, which may qualify as Centers or Corridors due to planned public investments, but which are not included as such. Current zoning in these areas may perpetuate development conditions in conflict with the Centers and Corridors concept.
- The "Employment Centers" serve a vague purpose, offering little benefit beyond recognition of a relatively concentrated workforce, and the areas included as Employment Centers miss important industrial, institutional, and logistics sites with greater and more concentrated employment than contained within designated Centers.
- Land use goals may not apply to all areas of a Center or Corridor. For example, not all areas of a Center or Corridor may be appropriate for prioritizing pedestrian-oriented storefronts. There's not a lot of policy guidance currently on where to concentrate certain types of activities.

## Policy Recommendations

The City's neighborhood and subarea planning efforts have demonstrated different areas have different needs and opportunities, despite sharing similar objectives. For example, the DivisionConnects, Phase 2 study proposed the classification of mixed-use center types by the classifications of the streets serving them and the type of BRT station proposed to be located there. The North Bank concepts in the Downtown Plan Update and South University District plans envision an urban landscape investing heavily in walking and rolling infrastructure and focusing less on accommodating vehicles. Both the West Hills and Shadle Park planning efforts emphasize access to transit, while suggesting minimal changes to retrofit the existing, auto-centric design of the transportation system. These planning processes inform new policy suggestions recommending a practical approach to achieving mixed-use development while acknowledging the context variability between various Centers and Corridors.

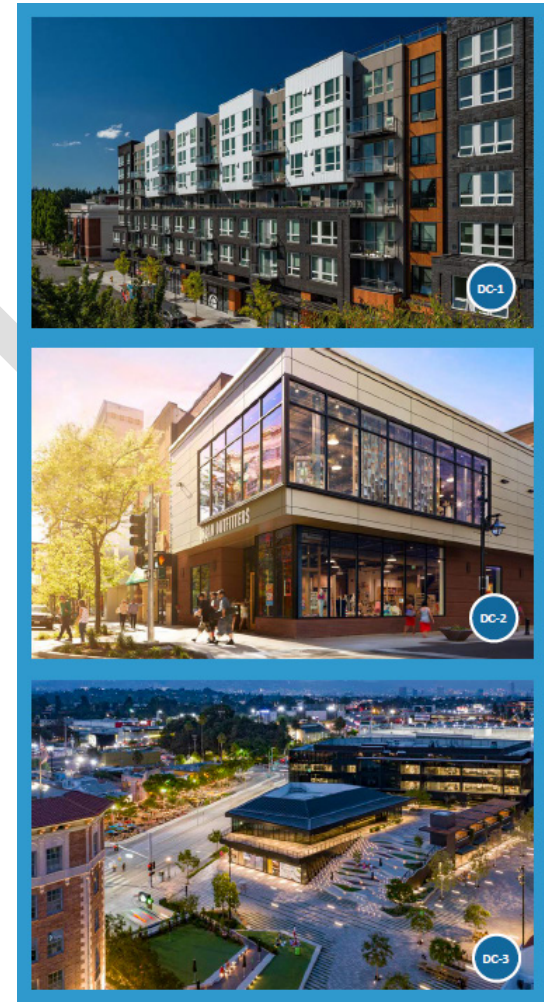


Figure 4. Desirable examples of live, work, and play from the DivisionConnects study.

When conceived, the City attempted to implement Centers and Corridors land use designations through a series of zoning districts, generally applied to existing commercially zoned land and subsequently appended to support more pedestrian-friendly attributes. As noted in Task 3 (Spokane Centers and Corridors: Initial Review and Analysis), the concept of Centers and Corridors is somewhat abstract, with fuzzy edges that may or may not conform to the implementing zones.

The suggested policy response is to recognize the indefinite edge of Centers and Corridors and allow some flexibility to apply zoning as appropriate to respond to individual Center or Corridor conditions. In today's zoning context, the incomplete overlap between the Centers and Corridors land use designation and CC zones creates inevitable mismatches and gaps, as well as confusing terminology.

A potential direction is to retain the Centers and Corridors concept but alter the way it is interpreted in policy and applied through zoning. This chapter discusses policy perspectives and proposes a hierarchy of "Mixed-Use" zones. This approach anticipates that individual districts may warrant different zoning designations depending on development economics, market trends, or City goals for Transit-Oriented Development (TOD). This may also allow for a broader application of Mixed-Use designations, bringing into the framework the downtown, sections of the Division Street corridor currently lacking Center designations, and Neighborhood Retail properties.

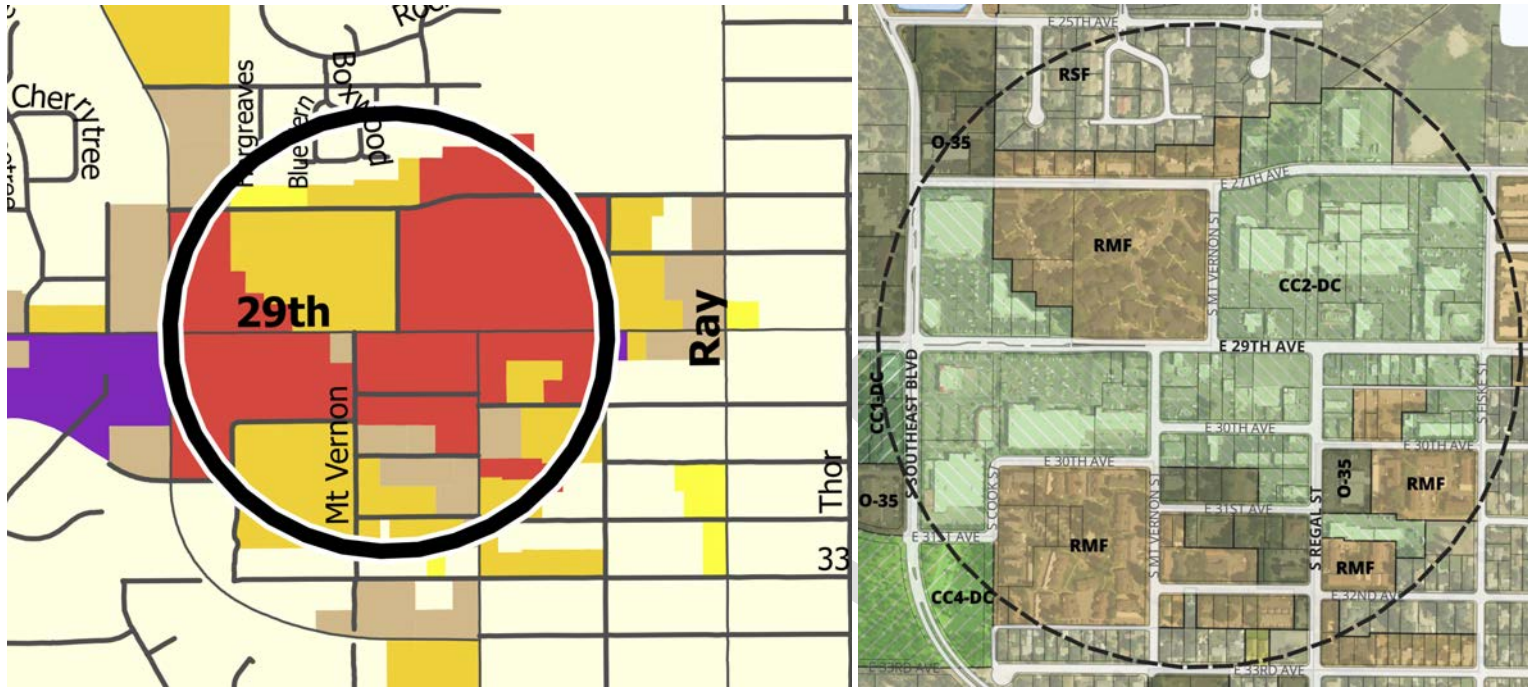


Figure 5. Left, existing land use map Center designation. Right: zoning implementing Center designation.

The Comprehensive Plan’s land use chapter provides ten land use goals, each with several policies intended to guide City initiatives, investment, and response. The proposed policy language here makes surgical revisions, with additional explanation added as necessary to the “discussion” section. These “discussion” paragraphs often introduce quasi-policy statements of their own, noting specific guiding principles, design strategies, or locational conditions which may inform zoning standards or discretionary review criteria. The “Notes” column offers ways in which the discussion may be reconsidered to express policy change intention or to offer ways in which an unchanged policy can be reinterpreted to be more compatible with the findings of this Centers and Corridors study. In some cases, the “Proposed policy” is unchanged, but the discussion accompanying the policy in the existing plan may warrant a new look.

Topic	Existing policies	Notes	Proposed policies
<b>Residential density</b>	<p><b>LU 1.4: Higher intensity residential areas</b></p> <p>Direct new higher intensity residential uses to areas in and around Centers and Corridors designated on the Land Use Plan Map and to areas where existing development intensity is already consistent with development of this type</p>	<p>Relies on spatially determined C&amp;C geography and excludes single-family areas from consideration. Also does not define “higher density” to clarify which types or intensities qualify, even in the “discussion” section.</p>	<p><b>LU 1.4: Higher intensity residential areas</b></p> <p>Direct new higher intensity residential uses <b>a variety of detached and attached housing types</b> to areas in and around Centers and Corridors designated on the Land Use Plan Map and to areas where existing development intensity is already consistent with development of this type.</p>
<b>Offices</b>	<p><b>LU 1.5: Office uses</b></p> <p>Direct new office uses to Centers and Corridors designated on the Land Use Plan Map</p>	<p>Somewhat of hollow policy, as the C&amp;C zones are no more permissive of office than other commercial zones. We’ve found that in this environment where there’s been an increase in the amount of remote office work, the best approach to encourage office development is to create a vibrant environment where office workers have access to a mix of services and amenities. Secondly, recommendations promote adaptable ground floor designs that Discussion introduces design suggestions to fine-tune office design and incorporate residential.</p>	<p><b>LU 1.5: Office uses</b></p> <p><b>Foster a pedestrian-oriented environment in Centers and Corridors that encourages the integration of offices with retail, dining, service, and residential uses through use permissions, development standards, and design provisions that emphasize pedestrian-oriented development and strategic public investment.</b></p> <p><b>Emphasize adaptable ground floor spaces on key street frontages in Centers and Corridors through tall floor to ceiling heights that can accommodate offices and a wide range of retail and commercial uses.</b></p>

Topic	Existing policies	Notes	Proposed policies
<b>Small retail</b>	<p><b>LU 1.6: Neighborhood retail use</b></p> <p>Direct new neighborhood retail use to Neighborhood Centers designated on the Land Use Plan Map</p>	<p>Cements small neighborhood retail uses of less than two acres in place, permitting no new such development except as infill. Encourages new commercial use to be in C&amp;C spaces.</p> <p>Also, similar to the suggested office policy, emphasizes that in order to successfully encourage neighborhood-scaled retail, it's important to create a good physical and regulatory environment that supports such uses.</p>	<p><b>LU 1.6: Neighborhood retail use in Neighborhood Centers</b></p> <p><b>Foster a pedestrian-oriented environment in Neighborhood Centers designated on the Land Use Plan Map that encourages the integration of retail, dining, and service uses within a neighborhood context through use permissions, development standards, and design provisions that emphasize pedestrian-oriented development and strategic public investment.</b></p> <p><b><u>Place limitations on the size of retail commercial uses in Neighborhood Centers to emphasize uses that serve the neighborhood and are scaled compatible with neighborhoods.</u></b></p>
<b>Neighborhood retail</b>	<p><b>LU 1.7: Neighborhood Mini-Centers</b></p> <p>Create a Neighborhood Mini-Center wherever an existing Neighborhood Retail area is larger than two acres</p>	<p>Establishes two- to five-acre commercial development category outside of C&amp;C space, encouraged to integrate residential uses. New mini-centers can be established through neighborhood planning.</p>	<p>No change</p>
<b>Small Scale Commercial</b>	<p>N/A</p>		<p><b>LU 1.X: Corner stores and small scale commercial</b></p> <p><b>Allow for the establishment of house- scaled retail commercial uses that support daily needs in all residential zones.</b></p> <p><b>Establish size limitations and use and design provisions that minimize impacts to adjacent residences.</b></p>

Topic	Existing policies	Notes	Proposed policies
<b>Commercial</b>	<p><b>LU 1.8: General commercial uses</b> Direct new General Commercial uses to Centers and Corridors designated on the Land Use Plan Map</p>	<p>There is land in the GC designation not within C&amp;C space. Is this policy hinting at doing away with it? Otherwise, it may invite creating new corridors to absorb existing GC zoning districts.</p>	<p><b>LU 1.8: General commercial uses</b> <b>Foster an environment that encourages the integration of general commercial uses with residential uses in</b> Centers and Corridors designated on the Land Use Plan Map <b>through use permissions, development standards, and design provisions that emphasize pedestrian-oriented development and strategic public investment.</b></p>
<b>Transformation</b>	<p><b>LU 1.14: Nonconforming uses</b> Avoid the creation of large areas of nonconforming uses at the time of adoption of new development regulations</p>	<p>Transformation might create nonconforming development, but land uses may still be conforming. Does this policy make the distinction? The discussion may warrant amending to clarify.</p>	<p>No change to policy. Update to discussion needed.</p>
<b>Public spaces</b>	<p><b>LU 2.1: Public realm features</b> Encourage features that improve the appearance of development, paying attention to how projects function to encourage social interaction and relate to and enhance the surrounding urban and natural environment</p>	<p>The discussion relates this to the architecture and siting of private development and not to the character of highways, roads, and streets and the impact they have on what land uses develop alongside them.</p>	<p>No change</p>
<b>Development strategy</b>	<p><b>LU 3.1: Coordinated and efficient land use</b> Encourage coordinated and efficient growth and development through infrastructure financing and construction programs, tax and regulatory incentives, and by focusing growth in areas where adequate services and facilities exist or can be economically extended</p>	<p>This policy seems to lay a foundation for strategic application of incentives to generate desired development.</p>	<p>No change</p>

Topic	Existing policies	Notes	Proposed policies
<b>Designation</b>	<p><b>LU 3.2: Centers and Corridors</b></p> <p>Designate Centers and Corridors (neighborhood scale, community or district scale, and regional scale) on the Land Use Plan Map that encourage a mix of uses and activities around which growth is focused</p>	<p>The policy is brief, with most of the interpretation direction and applicable guidance on standards incorporated in the “discussion.” Not sure how a policy amendment might help clarify, or if changes would only inform how policy is interpreted. This points to a spatial designation and does not help align the Land Use Plan Map circles and ovals to conditions on the ground. The discussion warrants review and revision to capture findings of this analysis.</p>	<p>No change to policy. Update to discussion needed (see below).</p>
<b>Designation</b>	<p><b>LU 3.3: Designating centers and corridors</b></p> <p>Designate new Centers or Corridors in appropriate locations on the Land Use Plan Map through a city-approved planning process</p>	<p>This requires an “approved” subarea planning process for the siting of new Centers and Corridors, something which may be expensive. Consider integrating an option outside of the subarea plan process to establish a new Center or Corridor, provided the area meets specified criteria.</p>	<p><b>LU 3.3: Designating centers and corridors</b></p> <p>Designate new Centers or Corridors in appropriate locations on the Land Use Plan Map through <b>the Comprehensive Plan amendment process or other</b> city-approved planning process</p>
<b>Identification, scale, and location</b>	<p><b>LU 3.4: Planning for centers and corridors</b></p> <p>Conduct a city-approved subarea planning process to determine the location, size, mix of land uses, and underlying zoning within designated Centers and Corridors. Prohibit any change to land use or zoning within suggested Centers or Corridors until a subarea planning process is completed</p>	<p>This policy appears redundant to LU 3.3. Revision can easily incorporate the essence of LU 3.3.</p>	<p><b>Delete policy.</b></p>

Topic	Existing policies	Notes	Proposed policies
<b>Interdependence</b>	<p><b>LU 3.5: Mix of uses in centers</b></p> <p>Achieve a proportion of uses in Centers that will stimulate pedestrian activity and create mutually reinforcing land uses</p>	<p>Policy language seems appropriate. Table LU 1 assigns land use mix targets which may need revisiting, but may not warrant policy action. Housing site area targets for neighborhood centers seems high. Is the omission of “Corridors” intentional?</p>	<p>No change</p>
<b>Form</b>	<p><b>LU 3.6: Compact residential patterns</b></p> <p>Allow more compact and affordable housing in all neighborhoods, in accordance with design guidelines</p>	<p>Policy appears to mandate design guidelines for small-lot or attached housing types, requiring the City to have them in place in advance of development occurring.</p>	<p><b>LU 3.6: Compact residential patterns</b></p> <p>Allow more compact and affordable <b>forms of</b> housing in all neighborhoods, <del>in accordance with design guidelines</del></p>
<b>Parking</b>	<p><b>LU 3.8: Shared parking</b></p> <p>Encourage shared parking facilities for business and commercial establishments that have dissimilar peak use periods</p>	<p>Sharing with residential uses may also be appropriate. There may also be opportunities to advocate for having no required parking under certain circumstances.</p>	<p><b>LU 3.8: Shared parking</b></p> <p>Encourage shared parking facilities for <b>residential</b>, business, and commercial establishments that have dissimilar peak use periods</p>
<b>Streets and land use</b>	<p><b>LU 4.1: Land use and transportation</b></p> <p>Coordinate land use and transportation planning to result in an efficient pattern of development that supports alternative transportation modes consistent with the Transportation Chapter and makes significant progress toward reducing sprawl, traffic congestion, and air pollution</p>	<p>This seems to focus on high-level, capacity-based transportation/land use coordination but does not introduce the character of transportation improvement types to complement the desired types of land use along transportation facility edges.</p>	<p><b>LU 4.1: Land use and transportation</b></p> <p>Coordinate land use and transportation planning <b>and design</b> to result in an efficient pattern of development that supports <del>alternative</del> <b>multi-modal</b> transportation.</p> <p>Land use policy and transportation decisions should <b>prioritize walking, rolling, bicycling and public transit</b>, consistent with the Transportation Chapter. <b>Exceptions may apply where plans expressly identify a need for infrastructure oriented towards the automobile.</b></p>



Topic	Existing policies	Notes	Proposed policies
<b>Land use diversity and compactness</b>	<p><b>4.2: Land uses that support travel options and active transportation</b></p> <p>Provide a compatible mix of housing and commercial uses in Neighborhood Centers, District Centers, Employment Centers, and Corridors</p>	<p>This policy encourages land use diversity and compactness, creating a land use context to support alternative modes.</p>	<p>Provide a compatible mix of residential and commercial uses in <del>Neighborhood Centers, District Centers, Employment Centers, and Corridors</del> <b>Centers and Corridors.</b></p>
<b>Connectivity</b>	<p><b>LU 4.4: Connections</b></p> <p>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</p>	<p>This policy argues for safety and convenience of alternative modes. We suggest that it's important to emphasize that the network includes more than just streets.</p>	<p><b>LU 4.4: Connections</b></p> <p>Form a well-connected network <b>of streets and through block connections</b> which provides safe, direct, and convenient access for all users, including pedestrians, bicycles, and automobiles, through site design for new development and redevelopment.</p>
<b>Connectivity</b>	<p><b>LU 4.5: Block length</b></p> <p>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</p>	<p>This sounds good, but there aren't currently any implementing standards. It also only references streets, whereas the diverse context of the centers, particularly those platted Mid-Century or later, would benefit from a more dynamic and flexible set of block standards that encourages the integration of private through-block connections. These could include a mixture of private streets, alleys, woonerfs (curbless routes shared by vehicles, walkers, and rollers), and non-vehicular routes.</p>	<p><b>LU 4.5: Block length</b></p> <p><b>Create and apply a dynamic set of maximum block length standards that provides a maximum distance between public streets and a shorter maximum distance between public streets and a through-block connection that create a well-connected multi-modal street and pathway network.</b></p>
<b>Land use diversity and compactness</b>	<p><b>LU 4.6: Transit-supported development</b></p> <p>Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops</p>	<p>The policy is generally consistent with the findings of this analysis, but the discussion appears to require subarea planning to implement special treatment. The discussion may need revision to eliminate the subarea planning requirement.</p>	<p>No change to policy. Update to discussion needed.</p>

Topic	Existing policies	Notes	Proposed policies
<b>Compatibility</b>	<p><b>LU 5.5: Compatible development</b></p> <p>Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types</p>	<p>A compatibility requirement may hinder an otherwise attractive transformational project.</p>	<b>Delete policy.</b>

## Discussion Section of Policy LU 3.2

Policy LU 3.2 provides the basis for designating Centers and Corridors and adds policy-level detail on how the City should apply the designations and implement them. The discussion paragraphs describe:

- the appropriate scale of corridors and each type of Center,
- the types and mix of land uses,
- a general preference for mixing uses and compact form,
- how various uses should orient to the street,
- how the areas should relate to transit service, and
- the preferred separation between one center and another.

These paragraphs also identify the location of each Center or Corridor on the land use plan map and point to subarea planning as the way to determine outer boundaries and overall development expectations. The discussion focuses on the development of private property and does not offer guidance on the design or treatment of the public rights of way along or within the Centers or Corridors.

### About Subarea Planning

Existing policies require subarea planning to designate and implement the City's Centers and Corridors scheme. The City has made significant progress in preparing these subarea plans, studying land use, transportation, capital facilities, housing, and other elements to create an integrated policy package. For those Centers and Corridors where the subarea plans are not yet adopted (like Manito) or where the existing area plan may not address the full Center or Corridor (like North Monroe), the City's only alternative is to work within the existing zoning framework, applying commercial or CC zones as deemed appropriate.

Requiring a subarea planning process for each Center or Corridor delays the City's ability to guide development or transportation system improvements, potentially missing opportunities to affect the type of transformation the Centers and Corridors designations promise. While involving ~~stakeholders~~ **community partners** is undoubtedly important, the Comprehensive Plan already provides policy guidance on where Centers should be located and what they should achieve. It seems there can be a "lighter" process available to target the most fundamental needs of creating an appropriate Center or Corridor environment, something already within the scheme determined by the Comprehensive Plan and implemented as part of achieving compliance with policy direction. This could occur in several ways:

- It might be technical and led by staff – as has been the case along North Monroe or East Sprague, with neighborhood input on design.
- It might be initiated by a property owner requesting a zone change or development permit, something consistent with the Comprehensive Plan policy but at odds with existing zoning and development standards.
- It may be driven by the City's needs to upgrade underground utilities or reconstruct a street, where the investment provides an opportunity to create a different environment more conducive to Center or Corridor style development.

A revision to the discussion text to enable and support this can be modest and surgical, as follows (emphasis added to indicate the addition):

*Suggested Centers and Corridors are designated where the potential for Center or Corridor development exists. Final determination is subject to a sub-area planning process **or other planning or design process, as appropriate to facilitate Center or Corridor development consistent with Comprehensive Plan policy.***

## About Streets

The absence of guidance on transportation system design, however, limits the effectiveness of the land use and design-related Center and Corridor policy. Policy guidance on transportation issues is located in the transportation element and leaves a great deal up to interpretation by staff.

- **Policy TR 2: Transportation Supporting Land Use** mentions placemaking, and the discussion references Centers and Corridors and provides support for multi-modal transportation.
- **Policy TR 3: Transportation Level of Service** accommodates increased traffic congestion in designated Centers and Corridors anticipating lower vehicle speeds, focusing on the movement of people and not just vehicles.
- **Policy TR 6: Commercial Center Access** offers flexibility in design to accommodate the unique needs of Centers and Corridors, enhancing the pedestrian realm, encouraging reduced vehicle speeds, and accommodating high-intensity transit service.

These transportation policies provide a foundation for modifying the transportation system priorities and facility designs within Centers and Corridors, but there is little in the existing Land Use Element to suggest ways in which they can be effectively employed or how specific facility designs can be made more compatible with the types of land uses the Centers and Corridors policy encourages.

Text should be added to each of the discussion sections for the Neighborhood and District Centers, as follows (emphasis added to indicate the addition):

#### *Neighborhood Center*

*“Buildings in the Neighborhood Center are oriented to the street, **and street designs are compatible with storefront and residential uses anticipated to locate along street edges, contributing to the quality of the Center experience and serving active transportation needs.** This encourages walking by providing easy, pedestrian connections, by bringing activities and visually interesting features closer to the street, and by providing safety through watchful eyes and activity day and night. Parking lots should not dominate the frontage of these pedestrian-oriented streets, interrupt pedestrian routes, or negatively impact surrounding neighborhoods. Parking lots should be located behind or on the side of buildings as a rule.”*

#### *District Center*

*As with a Neighborhood Center, new buildings are oriented to the street, **and street designs are compatible with storefront and residential uses anticipated to locate***

***along street edges, contributing to the quality of the Center experience and serving active transportation needs.*** *Parking lots are located behind or on the side of buildings whenever possible. A central gathering place, such as a civic green, square, or park is provided. To identify the District Center as a major activity area, it is important to encourage buildings in the core area of the District Center to be taller. Buildings up to five stories are encouraged in this area.*

### About Employment Centers

The Employment Center designation is unnecessary, particularly as designated in the Land Use Plan Map. It can be eliminated. Additional commentary on Employment Centers can be found in the following section.

DRAFT

## Description of land use designations

The Land Use Element's Section 3.4 includes descriptions of the various land use designations. In several cases, these descriptions replicate the discussion sections for each land use policy. These land use designation descriptions also include additional guidance relevant to the land use policies. For example, the land use designation descriptions contain specific details constraining how the broader policies can be put into practice. An example of this is Table LU 2, which provides a description of typical land uses and residential densities.

To improve the connection between land use policies and the land use designation descriptions, modifications to land use designation descriptions in Section 3.4 are suggested below, with **additions** shown in bold and ~~deletions~~ with strikethrough text.

### Neighborhood Center

The Neighborhood Center contains the most intensive activity area of the neighborhood. In addition to businesses that cater to neighborhood residents, activities such as a daycare center, church, or school may be found in the Center. Size and composition of the Center varies depending upon location, access, neighborhood character, local desires, and market opportunities. Important elements to be included in the Center are a civic green, square or park, and a transit stop. Buildings fronting on the square or green should be at least two or three stories in height with housing located above ground floor retail and office uses. Building height is stepped-down and density of housing is lower as distance from the Center increases. The circulation system is designed to facilitate pedestrian access between residential areas and key neighborhood components **and to facilitate land use and development types consistent with the Center's vision.**

### ~~Employment Center (remove designation)~~

~~Employment Centers have the same mix of uses and general character features as Neighborhood and District Centers but also have a strong employment component. The employment component is expected to be largely non-service related jobs incorporated into the Center or on land immediately adjacent to the Center. Employment Centers vary in size from thirty to fifty square blocks plus associated employment areas.~~

## Corridor

The Corridor concept focuses growth along transportation corridors, such as a major transit line. It is intended to allow improved transit service to daily activities. Housing and employment densities are increased along the Corridor to support frequent transit service and business. Usually, Corridors are no more than two blocks in depth along either side of the Corridor. Safe, attractive transit stops, and pedestrian and bicycle ways are provided. A variety of housing types— including apartments, condominiums, townhouses, and houses on smaller lots—are located in close proximity to the Corridor. Important elements include multi-story buildings fronting on wide sidewalks with street trees, attractive landscaping, benches, and frequent transit stops **with roadway design and performance expectations compatible with the Corridor land use concept**. A full range of services are provided including grocery stores serving several neighborhoods, theaters, restaurants, drycleaners, hardware stores, and specialty shops.

## Center and Corridor Core

This designation allows commercial, office, and residential uses in designated Centers and Corridors. The type, intensity, and scale of uses allowed **and the type, scale, and character of streets** shall be consistent with the designated type of Center or Corridor. This Comprehensive Plan designation will be implemented with the Land Use Code for Centers and Corridors.

## Mapping

More effectively designating and managing development and transportation investment in Centers and Corridors requires a different approach to the land use map, identifying potential Center and Corridor locations while providing flexibility to apply zoning appropriate to conditions. A new approach to the land use map can also help implement the policy changes identified above and advance recommended changes to Policy LU 3.2's discussion section. Two approaches may be worth considering:

- Create a separate Centers and Corridors “diagram” to express, in a conceptual manner, where the community’s activity centers may exist, implying no discrete outer boundary but communicating where areas of higher intensity and mixing of

uses may appear. The City would then create a land use designation to capture this conceptual diagram, anticipating liberal interpretation for which zoning classifications might apply within that land use designation, or

- Map the Centers and Corridors more precisely than in today's land use plan map, closely tailoring scale and intensity to match existing conditions within and around the Center or Corridor. This would permit flexible zoning district assignment to accommodate a range of mixed-use development types and clarify the outer boundary beyond which a Center or Corridor may not expand.

The current Center and Corridor Transition land use designation would no longer be necessary, reducing confusion from the land use plan map and emphasizing the rationale for building transition areas into the implementing mixed-use zoning districts. This may also strengthen the use of RMF and RHD zones in transitional areas which may eventually be incorporated into the outer edges of Centers and Corridors.



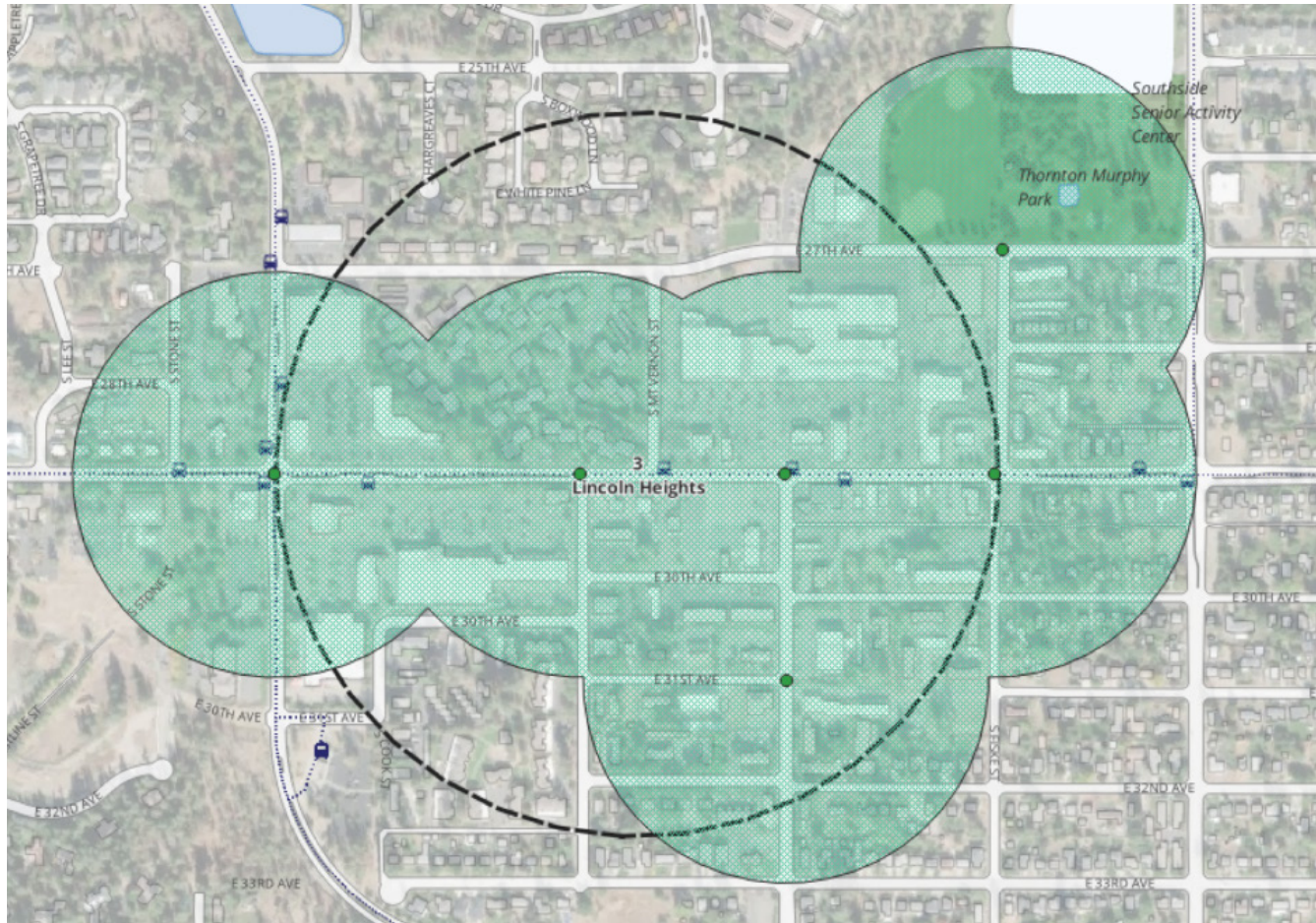


Figure 6. Example of potential Center designation approach for Lincoln Center in which multiple intersection are designated for each Center.

## Typology

While the Comprehensive Plan land use typologies are frequently mismatched with the zoning code, with land use map designations that may not align precisely with implementing zones, the fundamental distinction between Center types and Corridors still has value. The framework can be improved, however, by respecting typological distinctions and their essentially different functional expectations or physical characteristics.

### *District and Neighborhood Centers*

These designations, if mapped differently, work. They establish a clear concept calling for the integration of mixed uses or the transformation of potential development sites to create a more compact, dynamic, walkable, and transit-oriented space. They differentiate scale and intensity, an appropriate policy distinction to confirm compatibility with surrounding uses and define transportation facility and public services needs. But they should be applied more broadly, encompassing other potentially mixed-use areas. Some areas now with downtown or general commercial zones might qualify for inclusion here.



*Figure 7. Examples of typical Centers: left, Southgate; right, South Perry.*

### *Corridors*

The Corridor designation is intuitive. It communicates a linear, mixed-use environment, with storefronts along an arterial street, on-street parking, lower traffic speeds, and easy pedestrian access, all set in a relatively narrow strip of intensity. This designation seems to work well, but it may also need to be applied more broadly, wherever this development type is sought. It implies specific physical components, though, and places designated as Corridors may also rely on significant retrofitting of the public realm and arterial streets to accomplish overall development objectives – a serious policy consideration when selecting areas for Corridor designation. East Sprague, Market Street, and North Monroe are examples of this type of arterial transformation and are consistent with proposed policy and discussion revisions to Policy LU 3.2.





Figure 8. Monroe, an example of a typical Corridor.

### Employment Centers

The vagueness and inconsistent application of Employment Centers indicates limited value as a land use designation. There are six of them in Spokane, and a different designation applied to each may serve them just as well and alleviate confusion about what to expect and how to zone them. This report recommends removing Employment Center as a designation, and redesignating each of the existing Employment Centers as outlined below:

- **Cannon & Maxwell** – This Employment Center is unique as a small, legacy site close to Spokane’s first-ring suburbs. Its existing light industrial zoning also has a

mixed-use overlay. It can be reclassified as a Neighborhood Center, adjusting the boundary to incorporate the Oak and Ash intersection with Maxwell. Removing the Employment Center designation and retaining the LI zoning in the rest of the area accommodates additional remaining development potential. The park and pool across the street serve as a great amenity.

- **East Sprague/Sprague & Napa** – Given the industrial land to the north and freeway impacted land to the south, this stretch is functioning more like a Corridor. While there are industrial jobs in the vicinity, the entire landscape north of Sprague is industrial, making this site less distinct as an Employment Center. The designation is also less important now that the Altamont industrial sites are developed. Redesignating this as a Corridor would better match the function of East Sprague and clarify development expectations.
- **Holy Family** – Set along the Division Street corridor, this Employment Center designation may be better served as another type of Center evolving as part of the emerging BRT vision. Alternatively, the Center designation can be removed, allowing a Neighborhood or District Center designation to take its place.
- **North Foothills and Nevada** – The benefit of having this area designated as a Center of any type is unclear. However, now that the developed form of the district is taking shape, it may make sense to designate it as a Neighborhood Center to reflect recent housing development and retain a portion of the area for industrial and institutional uses.
- **North Nevada** – This area appears to have little potential to emerge as a Center as envisioned in the Comprehensive Plan. Creation of a Center – possibly a District Center – would require close collaboration with the County to encourage a transformation of land use and reconfiguration of the transportation network to be compatible with either industrial or mixed-use center type development.
- **Trent & Hamilton** – This area is a portion of the northern

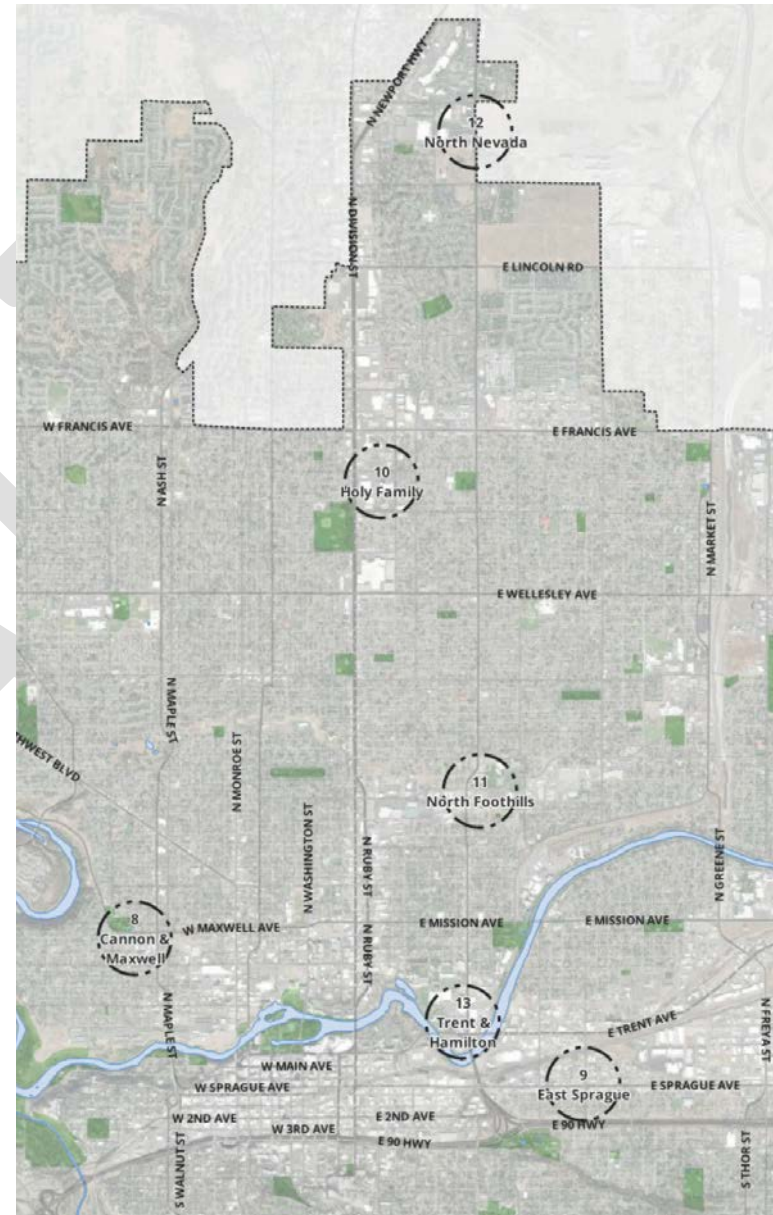


Figure 9. Designated Employment Centers as of November 2023.



University District, partially served by the new CityLine BRT. It is also part of the study area for the South Logan TOD plan, examining how the space may transform as a result of the new BRT line and increasing development pressure associated with the universities and planned housing. It is recommended to transition from an Employment Center to a Center of more balanced mixed uses, with the types of office, institutional, public, retail, and housing uses anticipated in District Centers.

### *Mini-Centers and Neighborhood Retail*

These areas are currently zoned as NR – with 35' height limit and allowing single-purpose residential. The recommended zoning approaches described later in this chapter are intended to fit Mini-Centers and Neighborhood Retail, too. Their neighborhood context and mixed-use pattern align with a smaller vision of the Neighborhood Center concept. If the Centers and Corridors approach applies to Mini-Centers and Neighborhood Retail, the Neighborhood Center designation should be scalable to apply to mixed-use development smaller than one acre or single street corner parcels.

### Development Era

Some of the challenges faced by different Centers and Corridors are based on the era in which each was developed. As noted in Task 3 (Spokane Centers and Corridors: Initial Review and Analysis):

- **Pre-war main-street centers**, like South Perry, Grand Boulevard, or Garland, will likely need help with building retrofits and renovations, infill-friendly regulation (limited or no parking requirements and setbacks), and, where appropriate, parcel consolidation. City support for community events, public art, activation of vacant storefronts, and upgrades to aging infrastructure will be most important to set the stage for community-led revitalization and investment in these traditional Centers and Corridors.
- **Post-war Centers**, like Manito, North Town, Shadle, and Five Mile have aging buildings and infrastructure, and pedestrian-hostile environments. Some of these places are well-positioned for mixed-use redevelopment in some respects, though land values, construction costs, and expectant rents are still not at the levels necessary to make vertical mixed-use development pencil. The existing mix of CC



*Figure 10. Wisconsin Burger near the South Perry Center is a good example of neighborhood-scale retail.*

zoning, design standards, and pedestrian street designations provide a good starting point, but some strategic adjustments (see Regulatory Changes below) can provide enhanced guidance toward economic and community design objectives for these Centers and Corridors.

- **Contemporary Centers**, like Southgate and Indian Trail, are seeing new development with some community design improvements over the post-war Centers noted above. They will likely need help in traffic safety improvements such as crosswalks, pedestrian-friendly signal timing, protected bike lanes, shared-use paths, through-block connections, and pedestrian-friendly parking lot design. These areas also likely need support for green stormwater infrastructure, tree planting, and heat-reflective roofs to combat heat island effects.

Proposed zoning and design guidance, particularly related to land use, building height, connectivity requirements, and walking and rolling facilities will need to be sensitive to these different typologies in the community's existing Centers, allowing some flexibility in the application of the rules to facilitate incremental change or wholesale transformation. The Neighborhood Center and District Center designations may still apply, but zoning – and complementary investment in the public realm – will be key to encouraging the development of a compact, mixed-use form.

### Public Infrastructure & Amenities

Many Centers lack a connected street system, hindering both pedestrian and vehicular movement. Policy guidance described in earlier sections can establish connectivity provisions to enhance walking, rolling, and vehicular connections between sites and uses within Centers and Corridors, both in new development and redevelopment contexts. This may include identifying specific and conceptual connections within Centers and Corridors or providing for maximum block lengths between public streets and between public streets and private through-block connections. This need not be expressed as lines on a map. It can be built into policy and zoning, ensuring project designs and street

improvement plans enhance the public realm in ways compatible with mixed-use, compact forms.

The retail sector's transformation may also offer opportunities. As online retail increases its market share, brick-and-mortar stores experience pressure to contract, reduce inventory, and take advantage of the in-person experience they offer. This requires smaller footprints, adaptable leasable space, and an enhanced quality of experience. A mixed-use form can accommodate all of this, incorporating a high-quality, amenity-rich pedestrian experience with an appropriately scaled and designed public realm. This can take the shape of improved access to adjoining schools, parks, or libraries or the incorporation of courtyards, outdoor theaters, or plazas where those other assets do not yet exist. Policy (such as Policy LU 3.1) can help activate and guide public/private partnerships in these cases, aligning public and private investment to achieve mutual objectives.

## Regulatory Changes: A Policy Lens

Revisions to the policies, policy discussions and land use descriptions described earlier in this section point to a variety of regulatory changes, many of which are described in more detail in the proposed zoning changes.

### Affordable housing approach.

The City has a market-based approach seeking to reduce zoning barriers to facilitate housing construction. The implicit expectation is that increased housing supply will alleviate pressures to increase rents or home prices. Still, construction costs are high, making it difficult – even with development bonuses, Multi-Family Tax Exemption (MFTE) or other incentives – to construct new affordable units. Successfully integrating affordable housing into mixed-use development may rely less on the new housing constructed in Centers and more on facilitating pedestrian access to Centers from adjoining residential development. Kendall Yards is a functioning example, where existing affordable housing is effectively a part of the mixed-use landscape, with convenient access to the newly constructed mixed-use district.



*Figure 11. Kendall Yards, a successful public-private partnership redevelopment.*

Other approaches not yet part of the City's policy discussion include requirements for Affordable housing units to receive any applicable development bonus or mandatory inclusionary Affordable housing, whereby a specified amount of Affordable housing is required in all development above a determined number of units.

The City's Building Opportunity for Housing project worked on a recent set of zoning amendments adjusting lot size, parking, and intensity requirements to facilitate housing construction. While this aims to increase the overall number of units, there are no explicit Affordable housing actions built into it.

The City does, however, apply MFTE to new multifamily construction. This program rewards those who incorporate Affordable housing into their projects with an extended property tax deferral. By allowing for and encouraging mixed-use through zoning, the City expanded use of the MFTE to increase the number of affordable units.

### Building height.

Increasing building height can offer attractive development incentives, but, once in place, it is difficult to roll back. If the City commits to the Centers and Corridors approach, targeted increases in building height limits can be effective. Revised height thresholds should account for the economics of high-rise construction (elevators, seismic design, and materials), the aesthetics and function of street-level floor-to-ceiling heights (adaptability to retail, residential, or office use), and the aesthetics and functions of rooftops (equipment, access, and stormwater treatment). The City should carefully consider targeting locations where increased building height will strategically contribute to the vitality of mixed-use districts. Increased building heights should be applied with restraint near the area of highest intensity within these Centers and Corridors.

### Floor area ratio.

Full commitment to the Centers and Corridors approach may require the adoption of a minimum floor area ratio in the core areas of the Centers and Corridors, particularly in those locations served by BRT. New policy and zoning can underscore the need for more intensity within a quarter mile of these bus stations, requiring minimum bulk and intensity and reducing or eliminating off-street parking requirements. Coupled with



maximum height restrictions, minimum FAR requirements can drive the highest levels of intensity in locations served by enhanced transit.

### Transitions.

An important element of the initial Centers and Corridors strategy was to minimize the impacts of increased intensity on adjoining residential areas. New mixed-use zoning will still need to respect this, but the scale and type of transitions may need to be managed a bit differently. Transition requirements have made it difficult to realize Corridor potentials, limiting the ability of smaller parcels to attain the development intensity necessary to support redevelopment. A new mixed-use zoning district – both in how it is mapped and how it is crafted – may need to expand the area of transition to allow Corridor development and anticipate that residential parcels immediately adjoining Centers and Corridors may also seek to gradually intensify. If adjoining residential areas seem unlikely to intensify, then policy can guide mixed-use building mass and orientation to minimize impacts to adjoining residential areas – but not in a way that prevents the mixed-use development from occurring.

### Internal connectivity.

In addition to street connectivity, providing good internal connectivity (pedestrian at a minimum, but ideally vehicular too) within the site and between sites (notably when lots are more than 120' deep) can be essential to create a truly pedestrian-friendly and dynamic Center. Design standards can address the frequency and design of such connections, and the design of development frontages facing those connections, to best ensure that those connections are inviting and contribute to the function of a Center.

### Setbacks.

Traditional mixed-use development orients directly to the public right of way, with buildings placed along the sidewalk edge. This model may not uniformly fit Spokane's context, but is appropriate in areas where this general development pattern already exists. Corridors like North Monroe and East Sprague already have this form, and their evolution to something more intense – where buildings continue to line the street – is intuitive to envision.

Setback standards based on this model can help guide transformation of other Centers and Corridors, with larger plots of land reconfigured to create better street-like connectivity within. Once connectivity is established, a regime of setbacks can orient storefronts to new Corridors. Importantly, this also enables the application of specific “frontage” standards recommended later in this chapter, preventing off-street parking between the drive lanes and building front and clarifying the ways in which front setbacks can be managed.

### Block frontages.

The City’s current system of Pedestrian Streets establishes an initial street typology framework based on more than just vehicular capacity. Standards and guidelines for designated Pedestrian Streets and undesignated streets address permitted parking lot locations, the location, orientation, and window transparency of buildings, curb cuts, and streetscape elements. New policy should emphasize refining current provisions for Pedestrian Streets and undesignated streets to enhance the character, function, and economic viability of Centers and Corridors, while accommodating strategic flexibility.

### Design standards.

Design standards tend to be more uniformly successful when they incorporate objective criteria, are implemented consistently, and serve a recognizable purpose. Recent State legislation will essentially require this. By clearly stating the importance of design in the success of a mixed-use center and the need to incorporate connectivity, create a pedestrian-friendly street environment, and establish identity, policy updates can support and guide the City’s refinement of its design standards. These standards need not be an impediment to investment and development. Rather, they clarify what is appropriate in mixed-use areas, establish a template within which development can fit, and create a new set of expectations to shape individual projects and reinforce district identity.

# Neighborhood Center Zoning Concept

## Crafting a New Family of “Mixed-Use” Zones for Centers and Corridors

This study recommends replacing the existing Center and Corridor (CC) zones with a family of new “Mixed-Use” zones crafted to implement the proposed policy changes above. There are several reasons to make this change, including:

- A “mix of uses” is the obvious objective for these zones and the term is easy to understand.
- Such mixed-use zones could also apply to areas outside of designated Centers and Corridors, where the use and dimensional provisions match the conditions and aspirations for particular areas. While all of the existing commercial zones allow for residential uses, most of these areas look and function like commercial “zones”. But given the housing supply and affordability challenges faced by the city, the concept of these other zones evolving more into “mixed-use” places over time is an important subject. Simply including the name “mixed-use” in the zone name is a good start in communicating objectives and opportunities.
- The current CC zoning framework includes an awkward relationship between the applicable zones, center types, and development regulations (notably maximum building height). Also, development and local market trends have evolved considerably since the CC zoning provisions were established. This study and the larger comprehensive planning process to overhaul the zoning approach allows for a fresh approach, with new zones crafted both to meet policy objectives and work in sync with development and market trends.

This concept starts with creating a base mixed-use zone (MU1) that applies broadly – allowing a broad mix of commercial uses, including modest-scaled light industrial, where all uses are conducted indoors. Regarding auto sales, it could make sense to permit modest scale uses, where most of the use occurs within a building. It is recommended to continue allowing single-purpose residential uses outright.

## Specialization considerations:

### *Use mix*

- Develop a TOD-focused zone that emphasizes uses that help activate the pedestrian environment over auto-oriented and land consumptive uses.
- The smaller scale neighborhood-scaled mixed-use areas warrant some extra limitations on use types, including:
  - Retail floor area: Allow grocery stores under 60,000 square feet. Limit other retail uses to 20,000 square feet in size.
  - Prohibit regional oriented uses that don't promote activity, like storage uses.
  - Prohibit light industrial uses, even those conducted entirely indoors.

### *Pedestrian Street designations:*

- Continue use of the current Pedestrian Street designations and standards, but provide adjustments to the standards. Most notably:
  - Designating more streets.
  - Providing some strategic limitations on ground floor uses to ensure that such users contribute to the envisioned pedestrian-oriented character and activity.
  - Adjusting minimum façade transparency standards.
  - Adding strategic weather protection requirements.

### *Scale (Height) of MU zones.*

- Height can likely be handled simply by extensions to the MU zone that emphasize the maximum height. Ideally, there are only four different maximum heights.
  - 150 feet for TOD Mixed-Use Centers: This height allows the market to catch up and allow for unique developments or construction types (including mass timber).
  - 90 feet to allow for seven-story mixed-use buildings or six-story office or research buildings. This assumes an allowance for 20-foot concrete-framed ground floor and 10-foot, 6-inch floor-to-floor heights for wood-framed upper

- floors, with some built-in flexibility. Apply this to all CC zones that included 55 foot limits and were raised up to 70 feet in the interim housing code.
- 75 feet to allow for five-story mixed-use buildings. This allows for 20-foot ground floor and 10-foot, 6-inch upper floors with some extra flexibility. Apply this to all CC zones that included 40-foot limits and were raised up to 55 feet in the interim housing code.
  - 40 feet to allow for three-story walkups, live-work units, or mixed-use buildings at a height limit that matches the newly adopted R1 zone. This would apply just to the smallest neighborhood commercial areas that reside in a low density residential context (surrounded by the R1 zone).
- Floor area ratio (FAR). Since the Interim Housing Ordinance steered sharply away from the FAR approach, future mixed-use zones should also employ a simplified approach that avoids FAR along with the current incentive-based FAR-bonus systems.

#### *Parking*

- The recent Interim Parking Regulations for Housing effectively eliminated off-street parking requirements for housing in all Centers and Corridors. The South Logan Transit-Oriented Development Plan includes policies to remove minimum off-street parking requirements for all development within 1/4-mile of City Line BRT stations. An MU-TOD zone should employ this same approach. Otherwise, the current off-street parking requirements for commercial uses in the CC zones are relatively minimal. Sticking with the current standards (at most) is recommended for the other mixed-use zones.

## Suggested Mixed-Use Zones

### MU-TOD – The mixed-use zone that emphasizes transit-oriented development

Create a mixed-use zone that emphasizes uses that support pedestrian activity over auto-oriented uses and land intensive uses. This applies to mixed-use areas around BRT stations close to Downtown, including South Logan Subarea, where new auto-oriented uses and land intensive uses, such as mini-storage, should be prohibited.

### MU-1 – The “base” mixed-use zone, which accommodates maximum use flexibility

Create a base mixed-use zone that applies broadly and allows a broad mix of commercial uses, including modest-scaled light industrial, where all uses are conducted indoors. Permit modest scale auto sales uses, where most of the use occurs within a building. Permit drive-through uses, except on streets where the block-frontage designation specifically disallows it. Continue to allow single-purpose residential uses outright.

MU1 concept should apply to all District Centers, ~~Employment Centers~~, , Corridors and areas formerly designated as Employment Centers.

### MU-2 – The small neighborhood-scaled mixed-use zone

This is intended for existing Neighborhood Centers that warrant some commercial use size limitations. This also should be the destination zone for those areas currently zoned Neighborhood Retail. While that zone does not currently have floor area limitations for commercial uses, the location and purposes of the zone would be consistent with an approach having some limitations.

### MU-3 – The residential mixed-use zone

This is basically the existing NMU zone that is codified but not mapped. It allows residential, offices, and small-scale retail sales and service uses (up to 10,000 square feet). Larger retail sales and service uses are permitted when in mixed-use structures that feature residential units.

## Use Provisions

Table 1 below documents the current CC zone use permissions and adds proposed Mixed-Use (MU) zones and corresponding use permissions. The right column adds commentary on the suggested approach and provides some specific conditions.

**Table 1. Current and proposed use permissions.**

Key Use	Existing Zoning			Proposed Zoning				Current & Suggested Use Conditions
	CC1	CC2	CC4	MU-TOD	MU-1	MU-2	MU-3	
Residential	P	P	P	P	P	P	P	Continue the approach of maximum flexibility to accommodate single purpose residential uses in these zones. Use the suggested block frontage provisions to limit ground floor residential uses on existing/planned “storefront” blocks. ALSO: Suggest prohibiting “new” detached single-unit residential uses in the MU-TOD zone and perhaps in the MU-1 and 2 zones.
Commercial, financial, retail, services	P <sub>x</sub>	P <sub>x</sub>	L1	P	P	P <sub>y</sub>	P <sub>y,z</sub>	For MU-TOD and MU-1, no area limitations are recommended on such uses. Consider modest limitations in the MU-2 and MU-3 zones as reflected below. <ul style="list-style-type: none"> <li>y Grocery stores are limited to 60,000sf and other uses are limited to 20,000sf</li> <li>z Uses are limited to 10,000sf in the MU-3 zone, except that larger floor areas are permitted where such uses are integrated into a mixed-use building with residential units (follow current provisions in SMC 17C.120.280.</li> </ul> Existing CC zone use conditions not proposed for new MU zones: <ul style="list-style-type: none"> <li>x Use limited to 40,000sf for designated Neighborhood Centers in the Comprehensive Plan.</li> <li>L1 Residential uses are required to be mixed on the same parcel as proposed office &amp; retail uses. Nonresidential uses are limited to 3,000sf/parcel. In Neighborhood Centers, nonresidential uses are only allowed on parcels with frontage on an arterial street. Nonresidential uses in the CC4 zone are not allowed within 60’ of a single-family and two-family residential zone or further than</li> </ul>

Key Use	Existing Zoning			Proposed Zoning				Current & Suggested Use Conditions
	CC1	CC2	CC4	MU-TOD	MU-1	MU-2	MU-3	
								300' (Neighborhood Center only) from a CC core comprehensive plan designation.
Eating & drinking establishments	P <sub>x</sub>	P <sub>x</sub>	N	P	P	P <sub>x</sub>	P <sub>x,y</sub>	Remove the 5,000sf limitation in the base Mixed-Use zone, but keeping it in the MU2, and sticking with the 3,000sf limit for other commercial uses in the MU3. x Limited to 5,000sf (in Neighborhood Centers for existing CC zones). y Uses are limited to 10,000sf in the MU-3 zone, except that larger floor areas are permitted where such uses are integrated into a mixed-use building with residential units (follow current provisions in SMC 17C.120.280.
Restaurants without cocktail lounges	P	P	L1	P	P	P	P <sub>x</sub>	x Uses are limited to 10,000sf in the MU-3 zone, except that larger floor areas are permitted where such uses are integrated into a mixed-use building with residential units (follow current provisions in SMC 17C.120.280 Existing CC zone use condition not proposed for new MU zones: L1 Residential uses are required to be mixed on the same parcel as proposed office & retail uses. Nonresidential uses are limited to 3,000sf/parcel. In Neighborhood Centers, nonresidential uses are only allowed on parcels with frontage on an arterial street.
Professional & medical offices	P	P	L1	P	P	P	P <sub>x,y</sub>	For MU-3, stick to the 3,000sf use limitation. It could be single purpose or mixed-use, provided it's less than 3,000sf. y Uses are limited to 10,000sf in the MU-3 zone, except that larger floor areas are permitted where such uses are integrated into a mixed-use building with residential units (follow current provisions in SMC 17C.120.280.Uses are allowed if integrated into a mixed-use building featuring residential uses on one or more upper floors or where no less than 50 percent of the building contains residential uses and related common uses. Existing CC zone use condition not proposed for new MU zones:



Key Use	Existing Zoning			Proposed Zoning				Current & Suggested Use Conditions
	CC1	CC2	CC4	MU-TOD	MU-1	MU-2	MU-3	
								<p>L1 Residential uses are required to be mixed on the same parcel as proposed office &amp; retail uses. Nonresidential uses are limited to 3,000sf/parcel. In Neighborhood Centers, nonresidential uses are only allowed on parcels with frontage on an arterial street. Nonresidential uses in the CC4 zone are not allowed within 60' of a single-family and two-family residential zone or further than 300' (Neighborhood Center only) from a CC core comprehensive plan designation.</p>
Entertainment	P	P	N	P	P	P	N	Stick to same approach – with entertainment banned only in the smallest Neighborhood Center areas (MU3)
Limited industrial (if entirely within a building)	P <sub>x</sub>	P <sub>x</sub>	N	P <sub>x</sub>	P <sub>x</sub>	P <sub>x</sub>	N	<p>Stick to same approach.</p> <p>x Limited to 20,000gsf.</p>
Drive through businesses	P <sub>x</sub>	P <sub>x</sub>	P <sub>x</sub>	N	P <sub>x</sub>	P <sub>x</sub>	N	<p>We had discussed possibly prohibiting them entirely in TOD areas. But since we may not have a separate mixed-use zone for TOD areas, Prohibit in MU-TOD zones. If an MU-TOD zone is not used, either continue the current approach (prohibit on designated pedestrian/storefront streets) and/or create a special overlay for mixed-use zones in TOD areas.</p> <p>x Prohibited on designated storefront/pedestrian streets and TOD overlay areas.</p>

Key Use	Existing Zoning			Proposed Zoning				Current & Suggested Use Conditions
	CC1	CC2	CC4	MU-TOD	MU-1	MU-2	MU-3	
Motor vehicle sales, rental, repair, or washing	N	P	N	N	P <sub>x</sub>	P <sub>x,y</sub>	N	<p>Suggest allowing these in MU1 and MU2 if they are conducted entirely indoors, with some size limitations in the MU2.</p> <p>x Use must be conducted entirely indoors (Outdoor display, storage or use of industrial equipment, such as tools, equipment, vehicles, products, materials or other objects that are part of or used for the business operation is prohibited).</p> <p>y Limited to 20,000gsf</p>
Gasoline sales	P <sub>x</sub>	P	P <sub>x</sub>	N	P <sub>y</sub>	P <sub>x,y</sub>	N	<p>Suggest an approach similar to drive-through businesses noted above. Also consider sticking with six pump limitation in the MU2.</p> <p>x Limited to six pumps in CC1, MU2 and CC4. y Prohibited on designated storefront streets and TOD overlay areas.</p>
Self storage	N	P	N	N	P <sub>x</sub>	N	N	<p>Stick with similar approach, but note prohibitions on storefront streets and TOD overlay areas.</p> <p>x Prohibited on designated storefront streets and TOD overlay areas</p>
Winery and Microbreweries	P	P	N	P	P	P	N	<p>Stick to same approach here. Microbreweries are likely too much for the smallest corner store/cross roads in a Neighborhood Center.</p>
Public Parking Lot	P	P	N	N	P	P	N	<p>As it's "public", stick to current approach.</p>

## Dimensional Standards

**Table 2. Current and proposed dimensional standards.** Note: The black underlined standards reflect those of the interim housing regulations.

Standard	Existing Zones			Proposed Zones				Use Conditions & Comments
	CC1	CC2	CC4	MU-TOD	MU1	MU2	MU3	
<b>HEIGHT – based on center designation type (feet)</b>								
General				70-150 <sub>x</sub>	70-150 <sub>x</sub>	75	40	X Zone provides for variable height limits within the range as specified on the Zoning Map.
Neighborhood Center	40 <u>55</u>	40 <u>55</u>	40 <u>55</u>	These designations would no longer impact MU zone height standards				
District Center	55 <u>70</u>	55 <u>70</u>	40 <u>55</u>					
Employment Center	150	150	70					
Building Height Transition Requirement	For all development within 150' of any single-family or two-family residential zone, height limit starts at 30' at the residential zone boundary and additional building height is added at a ratio of 1' vertical to 2' horizontal. <u>The interim housing ordinance revised the ratio of 1:1.</u>			For development on properties adjacent to lower intensity residential zones, height limit starts at 30' at the residential zone boundary and additional building height is added at a ratio of 1:1.				<p><i>Utilize the same approach as in the interim housing ordinance (1:1) starting at 30'.</i></p> <p><i>Alternative considerations:</i></p> <ul style="list-style-type: none"> <li><i>(a) Start height limit at 45' and then go up at the 1:1 ratio</i></li> <li><i>(b) Start height at the same 30' and then go up at an increased 1.25:1 ratio or 1.5:1 ratio.</i></li> <li><i>(c) Start height limit at 45' and then go up at an increased 1.25:1 ratio or 1.5:1 ratio.</i></li> </ul>
<b>FLOOR AREA RATIO (FAR)</b>								
Minimum FAR	None <u>1.0</u> <sub>x</sub>	None <u>1.0</u> <sub>x</sub>	None <u>0.5</u> <sub>x</sub>	1.0 <sub>y</sub>	None	None	None	<p><i>Retain the 1.0 minimum FAR only in the MU-TOD zone and apply to all development types except civic/public uses. Suggest exempting small lot development from this standard.</i></p> <p>x Applies only to development where a minimum of 50% of the floor area is residential.</p> <p>y Development on lots under 20,000sf are exempt</p>
Maximum basic allowable FAR by use								

Standard	Existing Zones			Proposed Zones				Use Conditions & Comments
	CC1	CC2	CC4	MU-TOD	MU1	MU2	MU3	
Non-residential	0.5	0.2	x None	None	None	None	None	<p><i>Avoid FAR limitations, similar to most recent interim zoning ordinance changes.</i></p> <p>x In the CC4 zone the FAR for all nonresidential uses may not be greater than the FAR for the residential uses located on the same parcel. Nonresidential uses are limited to a maximum of three thousand square feet per parcel.</p> <p>y Applies only to development where a minimum of 50% of the floor area is residential.</p>
Residential	1.0 <u>None</u>	0.5 <u>None</u>	1.0 <u>None</u>	None	None	None	None	
Combined	1.5 <u>None</u> <sub>y</sub>	0.7 <u>None</u> <sub>y</sub>	1.0 <u>None</u> <sub>y</sub>	None	None	None	None	
Maximum FAR by use with public amenities								
Non-residential	1.0	0.8	None	None	None	None	None	
Residential	2.0 <u>None</u>	1.5 <u>None</u>	1.5 <u>None</u>	None	None	None	None	
Combined	3.0 <u>None</u> <sub>y</sub>	2.3 <u>None</u> <sub>y</sub>	1.5 <u>None</u> <sub>y</sub>	None	None	None	None	
<b>SETBACKS (minimum feet)</b>								
Street lot line	0	0	x	0 <sub>y</sub>	0 <sub>y</sub>	0 <sub>y</sub>	0 <sub>y</sub>	<p>Suggest pointing to proposed block frontage standards, which emphasize that the form (possibly the use too) dictates the minimum setback.</p> <p>y Buildings are subject to block frontage standards as set forth in Table 5.</p> <p>x When abutting RSF and RTF zoned lots, the minimum structure setback from street lot line is the same as the abutting residential zoning district for the first 60 ft. from the boundary of the abutting residential zoning district.</p> <p>•</p>

Standard	Existing Zones			Proposed Zones				Use Conditions & Comments
	CC1	CC2	CC4	MU-TOD	MU1	MU2	MU3	
Setbacks from Curb/Sidewalk Width	12	12	12		12 <sub>γ</sub>	12 <sub>γ</sub>	12	Continue current standard until more specific streetscape standards can be developed. The footnote allows for limited cantilevering out to or close to the ROW edge. γ The upper floors may cantilever out to the ROW edge, up to a maximum of 4'.
RSF and RTF zoned lots (adjacent to)	10	10	10		5	5	5	Use a basic 5', as the building height transition requirement addresses the biggest compatibility component between these two zones.
Interior lot line	0	0	0		0	0	5	For MU-3, the setback should be consistent to the permanent changes associated with the interim housing ordinance (it's currently 5').
CC, O, NR or similar zones	0'	0'	0'					
Front lot line	10'	10'	10'					Correct this. It should be same as street lot line.
<b>LANDSCAPING (minimum width in feet)</b>								
Street trees and planting strips	5' between curb and sidewalk in all CC zones with 25-30' spacing depending on form							<i>Good base standard.</i>
Adjacent to a street	5' of L2 planting							Doesn't apply for zero setback buildings
Interior property lines	5' of planting strip							Doesn't apply for zero setback buildings or where parking is adjacent to another parking lot; <i>Doesn't specify what type of landscaping; Should allow option for pathway along shared property line.</i>
Interior property lines adjacent to residentially zoned property	8' of L1 planting strip, except 8' of L2 planting strip for RHD zone							Code allows director discretion to waive or reduce this and the above requirement based on: No useable space for landscaping exists between the proposed new structure and existing structures on adjoining lots or alleys because of inadequate sunlight or inadequate width. Three other options exist, but this is the most

Standard	Existing Zones			Proposed Zones				Use Conditions & Comments
	CC1	CC2	CC4	MU-TOD	MU1	MU2	MU3	
								notable. <i>Seems like an easy out for CC lot developers, particularly for smaller lots. Curious as to how often this flexibility provision is used. Also assume that a simple fence is often used? We will look at the various zone edge situations in the Centers. Monroe corridor setup is likely the most challenging edge condition</i>

## Parking Standards

**Table 3: Parking Standards and Comments.** Note: The underlined standards reflect those of the interim housing regulations and proposed regulations.

Category	Specific Use	Specific Zone	Min. Parking	Max. Parking	Comments
<u>All uses</u>	<u>All uses</u>	<u>MU-TOD</u>	<u>None</u>	?	<i>Matching the policy in the draft SLTOD plan</i>
All uses	Any building under 3000 sf	<u>CA1, CA2, CA3</u> <u>MU-1-3 zones</u>	None		<i>Reasonable exemption currently for just the Hamilton area form-based code – that might be considered in other CC zones</i>
Residential	Residential	CC1, CC2, CC3	1 per 1,000 gross sq. ft. or 1 per dwelling unit plus one per bedroom after 3 bedrooms	Maximum ratio is the same as for nonresidential uses	<i>These pre-interim ordinance standards are less than typical suburban city parking standards, but there's still room for reduction, particularly for transit-friendly areas</i>
	Residential	CC4	1 per 1,000 gross sq. ft. or 1 per dwelling unit, whichever is less	Maximum ratio is the same as for nonresidential uses	

Category	Specific Use	Specific Zone	Min. Parking	Max. Parking	Comments
	<u>Dwelling unit, building with 0-30 total units</u>	<u>CC zones</u> <u>MU-1-3 zones</u>	<u>None</u>		<i>Interim ordinance features minimal (very progressive) parking provisions. Stick with those for the new MU zones.</i>
	<u>Dwelling unit, building with 31-40 total units</u>	<u>CC zones</u> <u>MU-1-3 zones</u>	<u>0.2 per unit</u>		
	<u>Dwelling unit, building with 41-50 total units</u>	<u>CC zones</u> <u>MU-1-3 zones</u>	<u>0.25 per unit</u>		
	<u>Dwelling unit, building with 51+ total units</u>	<u>CC zones</u> <u>MU-1-3 zones</u>	<u>0.31 per unit</u>		
Commercial	Any non-residential uses	CC1, CC2, CC3 <u>MU-1-3 zones</u>	1 per 1,000 gross sq. ft.	1 per 250 sq. ft.	<i>The 1 space per 1,000sf standard is very minimal and progressive already. There is current consideration of removing all parking minimums for those areas within ¼ mile BRT stations. Given how low the current standards are, that's not that huge of a change.</i>
	Any non-residential uses	CC4	1 per 500 gross sq. ft.	1 per 250 sq. ft.	
	Any non-residential uses	CA1, CA2, CA3	1 per 500 gross sq. ft.	1 per 250-sf (applies to surface lots only)	

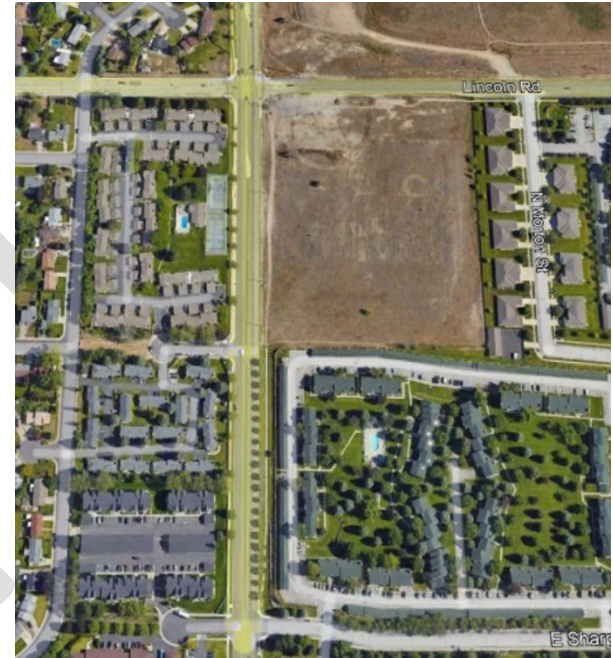
## Block Size and Connectivity Standards

This study recommends applying reduced block size and enhanced connectivity standards for large lot development (including redevelopment). The proposed concept is dynamic in form, allowing some flexibility for traditional blocks bound by public streets, provided blocks are divided by through-block connections. This idea is important for improving connectivity and repurposing former large commercial areas such as shopping malls that may need improved connectivity. This may be easier to achieve when there is aggregated ownership, but the City should look for tools, such as master plans or development agreements, that can allow for improved block size and connectivity standards. Such through-block connections may be a combination of vehicular and pedestrian routes that are privately owned and maintained within a public access easement. For context, here are some typical block sizes for selected Centers:

- Cannon and Maxwell: 330 feet by 280 feet.
- Garland 612 feet by 280 feet (longest block)
- Shadle: 680 feet by 280 feet (blocks on north side of Wellesley Avenue). Note that the Shadle Shopping Center property is more than 1,500 feet long.
- Holy Family: 615 feet by 280 feet (blocks surrounding the hospital)
- Manito: 514 feet by 260 feet (probably the most average sized lot, as the lot sizes in the area are quite variable).
- Lincoln Heights: 600 feet by 280 feet.
- South Perry: 630 feet by 280 feet.

Downtown Spokane blocks, however, are typically around 300 feet long. The 200-300-foot range in blocks is ideal for creating a connected pedestrian environment that helps to reduce the distance between destinations.

Those Centers and Corridors that were developed prior to World War II already have smaller block sizes along with a small lot development pattern. Those Centers and Corridors that could benefit from reduced block size and enhanced connectivity standards are those that were developed after World War II. Most of these include superblock shopping center sites with 600-1,500 long blocks that are often just as wide.



*Figure 12. The Lincoln Nevada Neighborhood Center site (vacant property upper center in image) is poorly connected to adjacent residential uses due to the inward facing design of each residential development. The intent of providing stronger connectivity standards is to prevent disconnected development patterns like this, particularly in Centers and Corridors.*



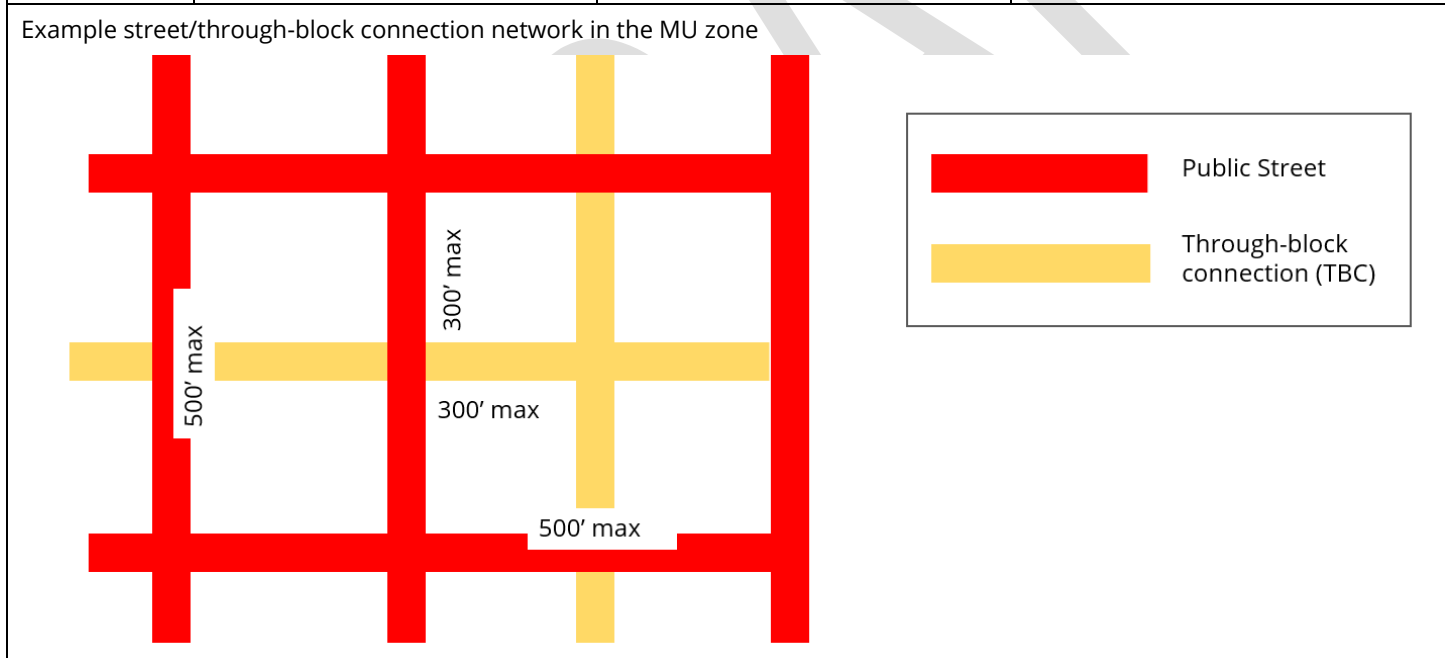
Urban forms of development that feature reduced or structured forms of parking equate to much smaller block sizes in the 200-300-foot range. While breaking up such superblock sites with public streets at such intervals is one attractive option, integrating options for larger blocks, provided they integrate through-block connections, accommodates much needed flexibility.

**Proposal: Maximum block length standards.**

These standards would apply to new large-lot development (sites with blocks more than 300 feet long) or major redevelopment activity on such sites.

**Table 4: Maximum block length standards.**

Zone	Maximum block face length		Maximum block (bound by public streets) perimeter length
	Between public streets and TBC's or between TBC's	Between public streets	
Any MU zone	300'	500'	2,000'



The concept would require some exceptions to account for topography or other physical constraints (such as a large school or park on adjacent sites or an active railroad line). Wider blocks between streets and through-block connections might better match the surrounding context or line up better with current arterial traffic signals. Furthermore, some flexibility might be granted for special permitted uses that require larger block sites or integrate special community amenities.

**Proposal: Through-block connection standards.**

Through-block connections may include private streets, shared pedestrian and vehicular access routes, and other walking and rolling routes. Such connections are encouraged to be integrated into the design of developments to comply with the proposed maximum block size standards and enhance pedestrian circulation in the area, while also providing an option for vehicular access to on-site parking, functioning as a design amenity to new development, and breaking up the massing of buildings on long blocks. Specific regulation suggestions for through-block connections:

- A. Public access easement. Where a through-block connection is necessary to meet the maximum block size standards, such connections shall be provided within a public access easement.
- B. Alignment. Specific alignments for the through-block connections will be developed during the development review process for applicable sites.
- C. Accessibility. Through-block connections must be physically accessible to the public at all times and may take a variety of forms, depending on the block size and use mix.
- D. Alternative designs. Adjustments to the through-block connection regulations may be approved by the City provided the design:
  - 1. Creates a safe and welcoming pedestrian-route.
  - 2. Provides an effective transition between the shared lane or path and adjacent uses (e.g., enhances privacy to any adjacent ground-level residential units).
  - 3. Functions as a design amenity to the development.

- E. Cantilever design. Buildings may project or cantilever into minimum required easement areas on building levels above the connection provided a 13-foot, six-inch vertical clearance is maintained and all other regulations are met.
- F. Through-block connection types. Unless otherwise noted, required through-block connections may take any of the following forms set forth herein. A combination of designs set forth above may be used for each connection.
  - 1. Private street.
    - a. Applicability: The private street option may apply to any through-block connection.
    - b. Design: Private streets shall meet City's Public Works Standards.
  - 2. Alley design.
    - a. Applicability: The traditional alley design option may apply to any through-block connection.
    - b. Design: Alleys shall meet City's Public Works Standards.
  - 3. Woonerf design.
    - a. Applicability: The "woonerf" – or shared lane may apply to any through-block connection.
    - b. 32-foot minimum public access easement.
    - c. 20-foot wide two-way shared travel lane.
    - d. Landscape planters with a mixture of trees, shrubs, and ground cover must be integrated on at least one side of the shared-lane.
    - e. Apply those same proposed ground level/façade block frontage standards above that apply to undesignated streets.
  - 4. Landscaped passageway design.

- a. Applicability: Optional design when vehicular access to the site is provided elsewhere on the site.
  - b. 30-foot minimum public access easement.
  - c. Eight foot minimum walking path in commercial, multifamily, and civic contexts and five feet minimum in single unit and duplex subdivisions.
  - d. Six-foot minimum landscaping strips (with a mixture of trees, shrubs, and ground cover) on each side of the walking path.
  - e. Apply those same proposed ground level/façade block frontage standards above that apply to undesignated streets.
5. Urban passage design.
- a. Applicability: Optional design for commercial or mixed-use areas when vehicular access to the site is provided elsewhere on the site and active ground level uses are provided along frontages.
  - b. Twelve-foot minimum public access easement.
  - c. Apply those same proposed ground level/façade block frontage standards above that apply to undesignated streets.

## Block Frontage Standards Concept

Table 5 below illustrates suggested changes to the current standards that apply to Pedestrian designated streets plus changes that apply to other non-designated streets.

**Table 5: Suggested changes to Pedestrian Streets and undesignated street standards.** Additions are underlined and deletions are ~~struck~~.

Topic	Standard	Comments
<b>PEDESTRIAN STREETS (SUGGEST CHANGING THE NAME TO "STOREFRONT STREETS")</b>		
<u>Permitted ground level uses fronting a Pedestrian Street</u>	All ground level uses allowed in the <u>applicable zone, except:</u> <ul style="list-style-type: none"> <li><u>Motor vehicle sales, rental, repair, or washing, gasoline sales, and self storage</u></li> <li><u>For residential uses, only lobbies and common areas are permitted</u></li> </ul>	<i>Considering that Pedestrian Streets should be carefully selected, there should be a prohibition on uses that are not helpful in terms of streetscape activation. Ground level dwelling units built up to the sidewalk edge are more often harmful to the streetscape due to the permanently closed blinds look. Such units are typically the least livable units in a building due to privacy challenges and lack of solar access as a result of the closed blinds. Allow apartment building lobbies and common areas to provide a good compromise option that's worked reasonably well elsewhere.</i>
Building entrances	The primary entrance to the building shall be visible from and fronting on a Pedestrian Street.	<i>Yes, clear enough.</i>
Maximum setback	Along Pedestrian Streets, buildings shall be placed at the back of the required sidewalk (see Setbacks section of Land Use Code for <u>Mixed-Use zones</u> <del>Centers and Corridors</del> ) or adjacent to a pedestrian oriented space (term to be defined, <u>functions like a plaza</u> ) that fronts onto the street, except for a setback up to 10 ft. for the purpose of providing a publicly accessible "plaza," "courtyard," or recessed entrance.	<i>Remove limits on width of a plaza space. Use the term Pedestrian-Oriented Space and define it.</i>
Façade transparency	A minimum of 60% of the ground floor <u>transparency zone (area between 2-10 vertical feet above the sidewalk level) shall be comprised of windows with clear, "vision" glass allowing views into the interior. Display windows may be used to meet half of this requirement provided they are at least 16" deep and not simply attached to the façade.</u>	<i>This draws from some of the transparency standards for buildings along arterial streets in Centers and Corridor zones (not specifically called out for Pedestrian Streets), but makes adjustments to clarify the transparency zones and adds a protection for display windows.</i>

Topic	Standard	Comments
<u>Weather protection</u>	<p>Required weather protection may be accommodated in two ways:</p> <ul style="list-style-type: none"> <li>• <u>At least 3' deep along at least 50% of the building's façade; and/or</u></li> <li>• <u>Recessed building entrances featuring weather protection at least 3' deep along the width of the building entrance.</u></li> </ul>	<p><i>Most pre-war storefront buildings use the second option, but it makes sense to offer both and stick to the same width. 6' wide canopies are desirable for larger buildings (in terms of proportion) and allow a couple to walk underneath out of the rain. But given the historic pattern in Spokane and the more limited rainfall, the 3' standard is appropriate as a minimum universal standard.</i></p>
Ground level details	<p>Façades of commercial, residential, and mixed-use buildings that face Pedestrian Streets shall be designed to be pedestrian-friendly through the inclusion of at least three of the following elements:</p>	<p><i>While there might be consideration of requiring such details on more than just storefront buildings, including a prescriptive list and requiring three options is a reasonable approach. Since the above proposal addresses ground level uses, there's no need to clarify uses here.</i></p>
Parking lot location	<p>Parking lots shall not be located between a building and a Pedestrian Street.</p>	<p><i>This concept allows parking to be located along the street frontage provided it's to the side of a building. Simply prohibiting any surface or structured parking adjacent to a Pedestrian Street is ideal, but given the large range of contexts, it makes sense to stick with the current approach. Also, the curb cut prohibition below makes it quite difficult to place any parking lots adjacent to a Pedestrian Street.</i></p>
Curb cuts	<p>Curb cuts shall not be located along a designated Pedestrian Street.</p>	<p><i>No changes suggested.</i></p>
Streetscape elements	<p>Publicly-usable site furnishings such as benches, tables, bike racks and other pedestrian amenities shall be provided at building entrances, plazas, open spaces, and/or other pedestrian areas for all buildings larger than 10,000 sf. Buildings less than this size are encouraged to include such amenities. Specific types of site furnishings shall be approved by the City</p>	<p><i>The threshold makes sense for requiring some integrated amenities, but the situation likely requires a more clear and measurable standard/options.</i></p>
Pedestrian-oriented sign	<p>Signs shall be oriented to pedestrians, rather than people in vehicles.</p>	<p><i>This should be updated to be much more specific and measurable.</i></p>
Sign integration with architecture	<p>The design of buildings and sites shall identify locations and sizes for future signs. As tenants install signs, such signs shall be in conformance with an overall sign program that allows for advertising which fits with the architectural</p>	<p><i>The concept is good. Further collaboration with design review staff is warranted to determine whether this language is working well or needs adjustments.</i></p>

Topic	Standard	Comments
	character, proportions, and details of the development. The sign program shall indicate location, size, and general design.	
Creative graphic sign design	Various “guidelines” encouraging signs highly graphic in form, expressive, and individualized.	<i>Good, except such encouraged components may no longer be appropriate in objective standards integrated into SMC.</i>
Unique landmark signs	New landmark signs should correspond to the location, setting and type of businesses, and shall be approved by the Planning Director.	<i>Good – but very challenging language if we’re trying to be objective. Perhaps this can be addressed in approach to design departures/alternative compliance provisions.</i>
Ground signs	Pole signs shall be prohibited. All freestanding signs shall be prohibited. Ground signs no higher than 5 feet total. The base of any ground sign shall be planted with shrubs and seasonal flowers.	<i>With buildings built up to the sidewalk edge, it’s best to simply locate signage on the buildings in these contexts.</i>
<b>OTHER STREETS (UNDESIGNATED)</b>		
Buildings along street	New development shall not have parking between buildings and the street and at least 30% of the frontage of the site shall consist of building facades.	<p><i>Retaining the current block frontage approach for undesignated streets is the first recommendation. It provides plenty of flexibility while ensuring that some buildings are located close to the street. One other component of the current approach that works is that the building standards increase as buildings get closer to the street. See related suggestions and comments on that issue below.</i></p> <p><i>Two alternative approaches were considered but not chosen:</i></p> <ol style="list-style-type: none"> <li><i>(1) Eliminate this standard to simplify the code and provide more flexibility. This would only work if the City was very aggressive in designating Pedestrian Streets. But ultimately it provides too much flexibility in design (by allowing more parking along street fronts).</i></li> <li><i>(2) Create a more dynamic system of block frontages with three or more designations (one for Storefronts, one for flexible design, and something in between). The challenge for Spokane is that it requires mapping all applicable streets in the Centers and Corridors with one of the three or more designations. That complexity likely renders that option untenable.</i></li> </ol>
Buildings along intersection corners	Buildings shall hold the street corner, although setbacks that accommodate plazas, seating areas, landscaping, clear view triangles (for traffic safety) and prominent entrances are acceptable.	<i>Keep this – at least in concept. Other standards cover the details.</i>



Topic	Standard	Comments
Façade transparency	For commercial or mixed-use building facades <del>visible and</del> within <del>1020</del> feet of <del>a an arterial or pedestrian street (front property line)</del> , a minimum of 50% of the ground floor <u>transparency zone (area between 2-10 vertical feet above the sidewalk level)</u> shall be comprised of windows with clear, “vision” glass allowing views into the interior. <del>Display windows may be used to meet half of this requirement.</del>	<i>Apply the 50% standard just to buildings within 10' of the street. The transparency zone details will assist in measuring. Delete the display windows for anything other than storefronts directly adjacent to sidewalks.</i>
	For commercial or mixed-use building facades visible and located within 60 feet of <del>a street an arterial or pedestrian street</del> , a minimum of 30% of the ground floor <u>transparency zone (area between 2-10 vertical feet above the sidewalk level)</u> shall be comprised of windows with clear, “vision” glass allowing views into the interior. <del>Display windows may be used to meet half of this requirement.</del>	<i>Keep this standard intact, with some similar adjustments as made above.</i>
	For other commercial or mixed-use buildings and all residential buildings, a minimum of 15% of any ground floor façade that is visible from and fronting on any abutting street shall be comprised of windows with clear, “vision” glass allowing views into the interior.	<i>Agree with the 15% rule for “other” building facades.</i>
	For residential uses, a minimum of 15% of the <u>entire building façade*</u> that is visible from and fronting on any abutting street shall be comprised of windows.	<i>Need a standard for the entire residential façade – similar to what will be required in residential zones under the interim housing ordinance.</i>
<u>Building entrances</u>	For building facades located within 60 feet of <u>a street</u> , the primary entrance to the building shall face the street or be within 45 degree angle of a street frontage.	<i>This wasn't addressed for non-designated streets.</i>
<u>Weather protection</u>	Weather protection at least 3' deep is required over all business, public, and private residential <u>building entries</u> .	<i>A simple but necessary standard for livability and building integrity.</i>
Curb cut limitations	A curb cut for a nonresidential use should not exceed 30 feet for combined entry/exits. Driveway	<i>No changes here unless design review and engineering have experienced problems with these standards.</i>

Topic	Standard	Comments
	width where the sidewalk crosses the driveway should not exceed 24 feet in width.	
Drive-through lanes	Any lanes serving drive-through businesses shall not be located between the building and any adjacent street.	<i>Keep</i>

DRAFT

## Other Updated Design Standards Concept

In addition to the block size and connectivity and block frontage standards noted above, below are recommended updates to the existing Centers and Corridors Design Standards and Guidelines:

- Updated standards should be codified and integrated within the Spokane Municipal Code, rather than the current freestanding, adopted-by-reference form. By moving these standards into the code, they can be more integrated with other zoning provisions and easier to access.
- Pursuant to Washington House Bill 1293 involving design review, the existing design “standards and guidelines” should be updated to only include clear and objective development regulations. This means that the provisions should emphasize prescriptive and measurable standards over vague guidelines that are more challenging to interpret.
- Retain but modify options for alternative compliance. Design provisions in the code and in the Centers and Corridors Design Standards and Guidelines include a complex web of provisions that allow flexibility in how designs comply with guidelines. While HB 1293 effectively bans the use of guidelines, it does not specifically prohibit options for alternative compliance designs for clear and objective standards. Thus when updating current provisions to such clear and objective standards, options to allow for alternative designs should be strategically integrated, provided they meet the defined purpose for particular standards and any special compliance alternative criteria associated with a particular standard. Such compliance alternatives must be reviewed and approved administratively (not by a design review board). This approach integrates some much-needed flexibility to objective design standards.
- While all sections warrant a full review and update, these sections need special attention:
  - Service element siting and design warrants a comprehensive update given evolving best practices, particularly for urban development forms that feature structured parking.
  - The section Transition between Commercial and Residential Development should be eliminated, as these current provisions don’t qualify as objective

design standards. However, the separate building height transition requirement between higher intensity Mixed-Use zones and lower intensity residential zones should be retained, but refined as provided for in the Interim Housing Ordinance.

- Materials section also warrants a full update given evolving construction practices.
- Massing section also warrants a full update given evolving construction practices. Integrate standards that allow choices in how designers can further articulate the building massing and architectural expression as a means to provide for secondary scales and patterns that are smaller than the entire façade.

DRAFT



# Centers & Corridors Update Study

*Plan Commission  
April 10, 2024*



# Centers & Corridors Update Study

The logo features a stylized city skyline in blue and orange. The skyline includes various building shapes, with a prominent white grid-patterned building on the left. The text 'Centers' is in blue, '&' is in orange, and 'Corridors' is in blue. Below 'Corridors' is the text 'Update Study' in blue.

<https://my.spokanecity.org/projects/centers-and-corridors-study/>

# AGENDA

- 1. STUDY PURPOSE**
- 2. PROJECT STATUS & OUTREACH SUMMARY**
- 3. POLICY & REGULATORY CONCEPTS**
- 4. FOCUS AREA CONCEPTS - *MAKERS***



# STUDY TEAM

**MAKERS** Architecture & Urban Design is the prime consultant, focusing on development code.

**SCJ Alliance** is focusing on policy analysis.

**Leland Consulting Group** is conducting a local market analysis and development feasibility.



# TIMELINE

			2023										2024				
Project	Task	Description	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Center & Corridor Update Study	<b>Task 3 - Initial Review</b>																
	3	Initial Review and Analysis															
		Task 3 Final Deliverables					X										
	<b>Task 4 - Concept Development</b>																
	4	Regulatory Recommendations															
		Task 4 Final Deliverables															
	<b>Task 5 - Focus Areas</b>																
	5	Developing Focus Area Concepts															
		Focus Area Concept Refinement															
		Task 5 Final Deliverables															
	<b>Task 6 - Final Report</b>																
	6	Final Public Review Process															
	Task 6 Final Deliverables																

# PURPOSE

**Centers and Corridors (C&C)** is the guiding principle of the Comprehensive Plan.

**C&C** steers growth toward **walkable, accessible, mixed-use** locations.

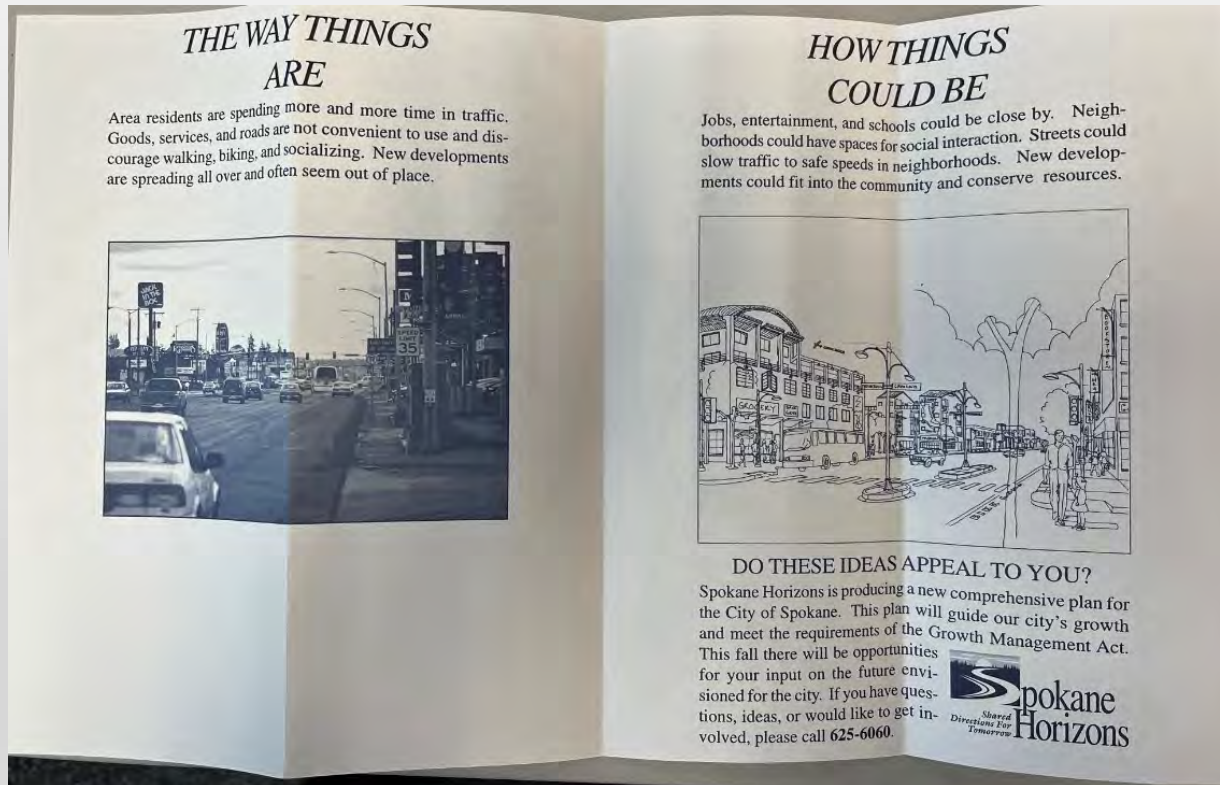
**C&C** has been in place since **2001**.





# BACKGROUND

**Centers and Corridors is based on the community's preferred scenario from the Horizons process from 1996 to 2001.**



# BACKGROUND

**Centers and Corridors is based on the community's preferred "focused growth strategy" scenario from the Horizons process.**

## Summary

### "Focused Growth, Mixed-Use Centers & Corridors Scenario"

#### General Description:

The "Focused Growth, Mixed-Use Centers Scenario" concentrates future growth in mixed-use district centers, neighborhood centers, employment centers and along mixed use transportation corridors. Higher density housing centered around or above service and retail facilities enables residents within ¼ mile radius of the center to walk or bicycle for their daily needs, providing economic support for the businesses. The higher density also allows for enhanced transit service between centers, along corridors and to downtown.

Focusing growth will result in a more compact urban form, with less land being used at the fringe of the city. It provides city residents with increased housing and transportation choices.

Some of the existing planning policies and land use regulations that apply to areas outside of centers will be retained. New policies, regulations and incentives would be adopted to allow and encourage mixed-use in designated centers and corridors.







## LU 3.2 Centers and Corridors

*Designate Centers and Corridors (neighborhood scale, community or district scale, and regional scale) on the Land Use Plan Map that encourage a mix of uses and activities around which growth is focused.*

- Neighborhood Center
- District Center
- Employment Center
- Corridors



## **District Centers**

1. 57<sup>th</sup> & Regal
2. Five Mile
3. Lincoln Heights
4. Manito Center – 29<sup>th</sup>
5. Northtown
6. Shadle
7. Southgate

## **Employment Centers**

8. Cannon & Maxwell
9. East Sprague
10. Holy Family
11. North Foothills & Nevada
12. North Nevada
13. Trent & Hamilton

## **Corridors**

14. Hamilton Corridor
15. Market Street/Hillyard
16. Monroe Corridor

## Neighborhood Centers

17. 14<sup>th</sup> & Grand

18. Garland

19. Spokane Falls Community College

20. Indian Trail

21. Lincoln & Nevada

22. South Perry

23. West Broadway



# Other “non-CC” land use designations under discussion

## LU 1.6 Neighborhood Retail Use

*Direct new neighborhood retail use to Neighborhood Centers designated on the Land Use Plan Map.*

- Small neighborhood servicing outside of center
- Often along arterial or intersection corner

## LU 1.7 Neighborhood Mini-Centers

*Create a Neighborhood Mini-Center wherever an existing Neighborhood Retail area is larger than two acres.*

- Small neighborhood servicing outside of center
  - determined to be limited in development potential
  - Between 2 and 5 acres

# QUESTIONS FOR THIS STUDY

- Do the Center typologies need to be updated?
- Do the current locations of Centers and Corridors make sense?
- Have Centers fulfilled the intent of the Comprehensive Plan?
- Given market realities, are the current designated Centers likely to develop as planned?
- What changes are needed to the Comprehensive Plan policies, development regulations or design guidelines?

# OUTREACH

Open House – 10/26/23 – 4:30-7pm – Spokane Central Library



THU, OCT 26

Centers and Corridors Open House

Spokane



# OUTREACH

**Virtual Open House – 11/7/23 – 6-7pm – Online**

## Centers and Corridors Study



## Project Updates

Be the first to get project updates.

[Join the List](#)

[Take the Survey](#)

## Virtual Open House

Tuesday, Nov. 7, 2023

6 - 7 p.m. Online via MS Teams

**Participate via video link on your computer:**

- [Join meeting](#)



# OUTREACH

## Coffee & Conversation

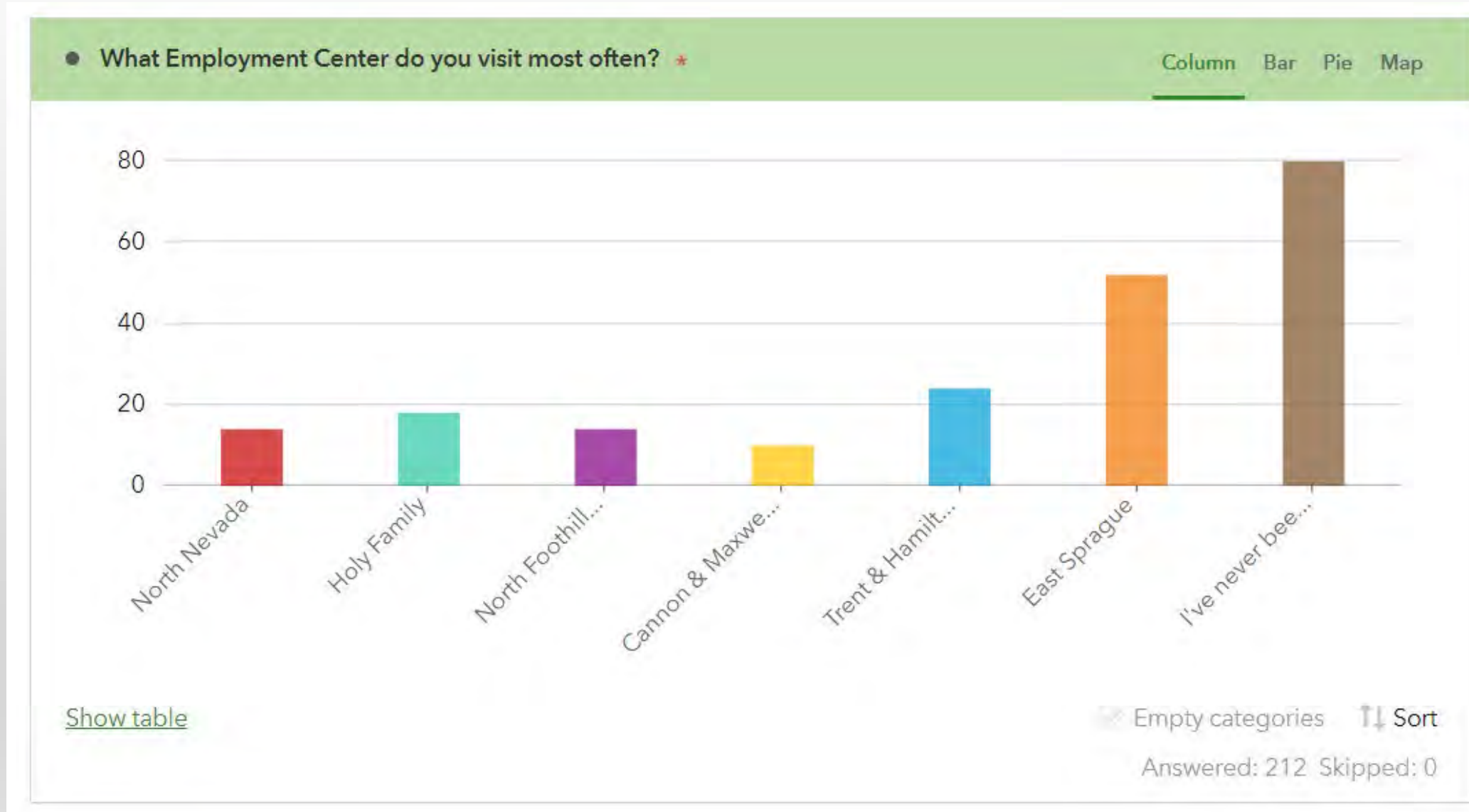








## Which Employment Center do you visit most often?



# INITIAL FEEDBACK

## Do the Employment Centers meet the goals of the Comprehensive Plan?

### Employment Centers Follow-up

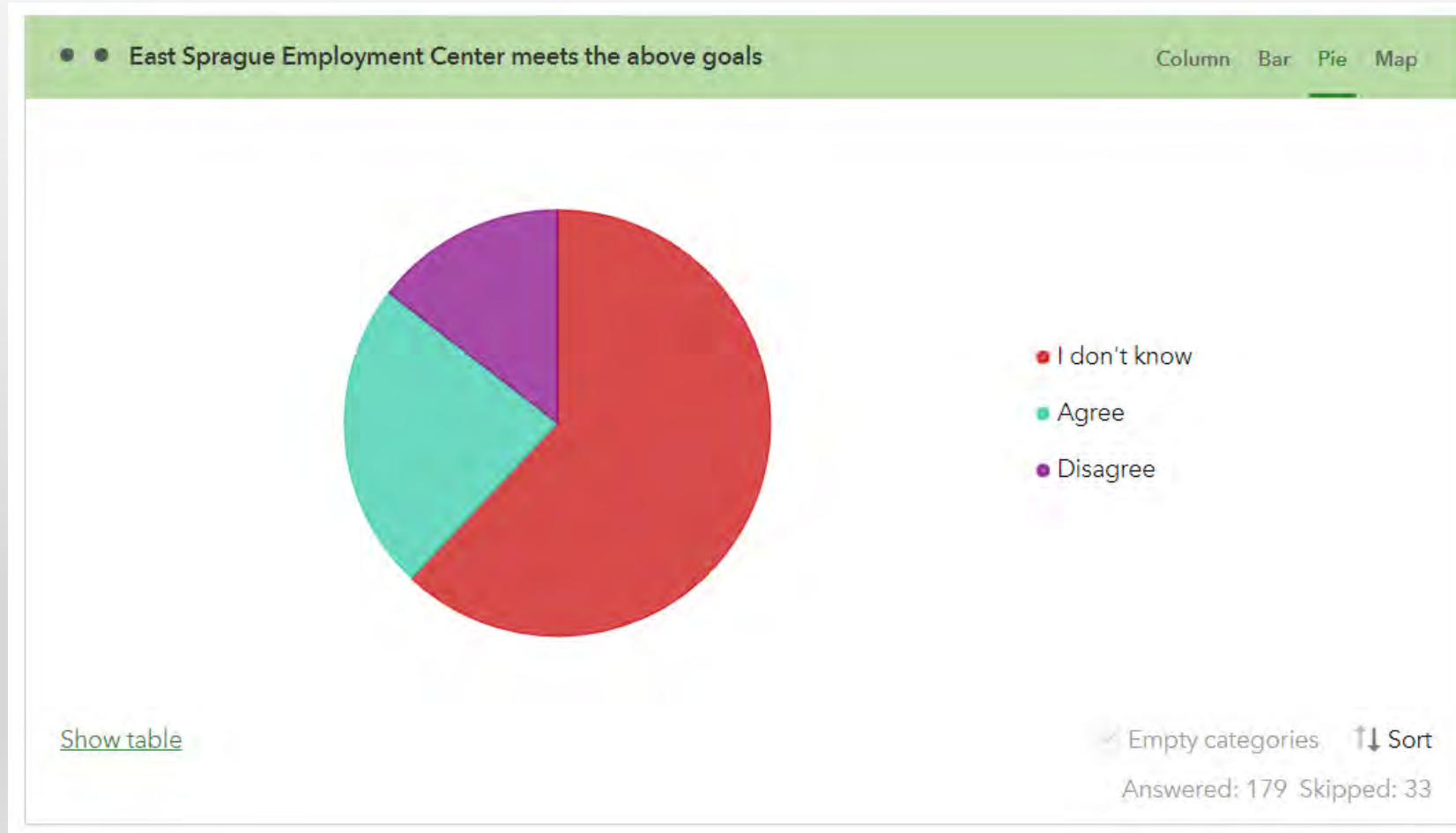
Based on the goals of the comprehensive plan, please assess how well each individual Employment Center meets the goals of the Comprehensive Plan.

Comprehensive Plan goals for Employment Centers (summarized):

- There are a variety of business catering to the larger region.
- Density is much higher than your typical neighborhood and buildings are taller.
- Buildings are oriented to the street.
- The area has a strong employment component largely made up of non-service related jobs.

# INITIAL FEEDBACK

Do the Employment Centers meet the goals of the Comprehensive Plan?



# INITIAL FEEDBACK

“Planners need to continue this trend of "stepping back" by removing restrictive development requirements around centers & corridors.”

“Although many of these are theoretically walkable/transit-friendly, businesses are often oriented across wide parking lots. This encourages driving.”

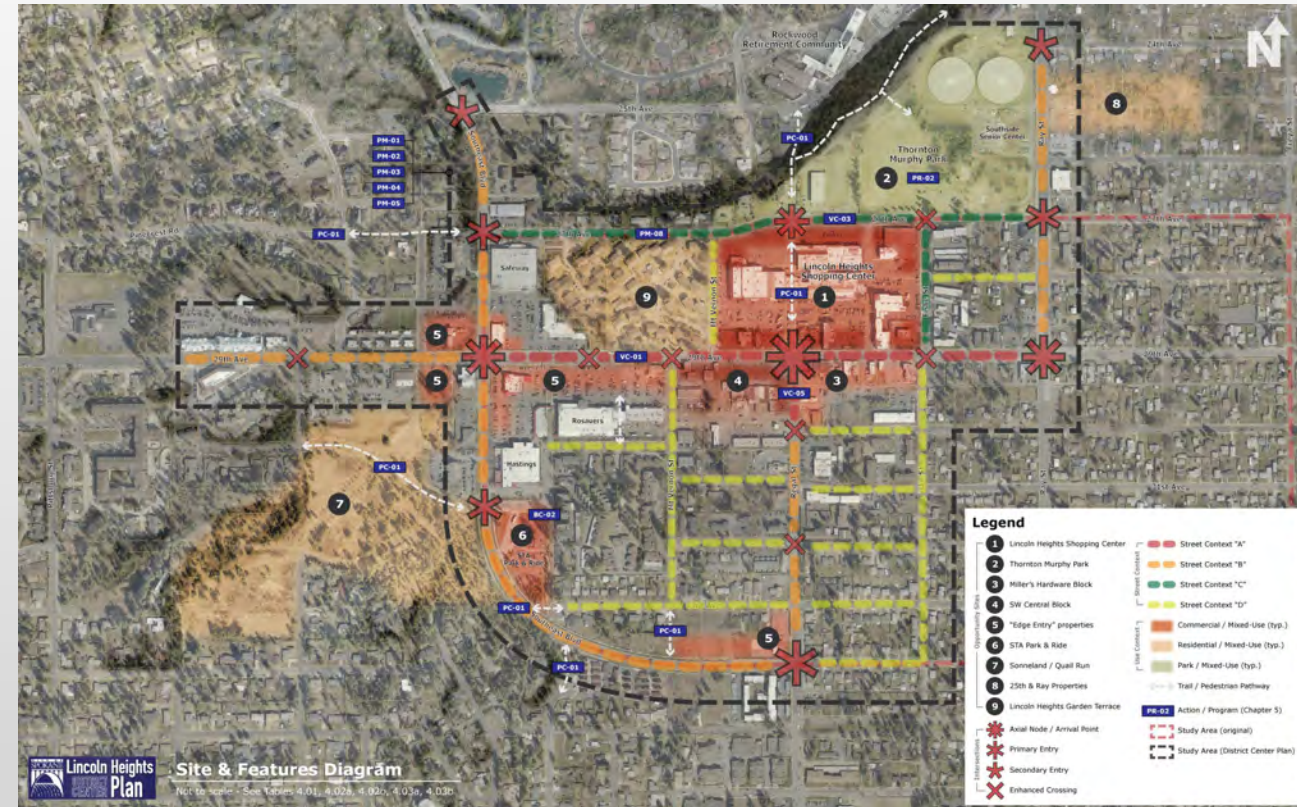
“Every one of these centers remains parking-forward. Every one of them can sustain far more than that. We need ... 20 story thin residential atop 2-3 story wider commercial. Buried parking garages.”

“Traffic is bad on all of these corridors. If the goal is to promote active transportation, it's hard to see how any of these corridors accomplish this. Maybe via transit?”

# POLICY

## Shared recommendations

- **Connectivity**, facilitating non-motorized travel
- **Residential infill**, of a variety of types
- **Public realm** improvements, focusing on quality of experience
- **Speed reduction**, balancing priority across multiple modes
- **Pedestrian safety**
- **Edge permeability**, facilitating access to the center or corridor
- **Transit** access, encouraging ridership





# POLICY RECOMMENDATIONS

## Acknowledge and Address Development Eras

- **Pre-war** (Garland, South Perry), with emphasis on structure and infrastructure rehabilitation, incremental infill, and reinvestment incentives
- **Post-war** (Manito, Shadle), with emphasis on pedestrian improvements, speed reduction, “liner” buildings, and connectivity retrofits
- **Contemporary** (Indian Trail, Southgate), with emphasis on pedestrian access, connectivity retrofits, edge permeability



# New Family of Mixed-Use Zones

Create a base MU zone that allows for a wide mixture of uses and applies broadly. Integrate specialization in the following ways:

- Use mix (via zone)
- Pedestrian street designation
- Maximum height
- Off-street parking





# Transit-Oriented Development

Craft mixed-use zoning that seeks to promote development most in those areas with good transit and infrastructure investment:

- Allow for taller building heights and greater intensity of development
- Restrict low density and auto-oriented development
- Provide flexibility for real estate market to evolve and grow
- Eliminate all off-street parking requirements close to transit stations





# Design Standards

Update the Centers & Corridor Design Standards to:

- Be more objective and predictable (while continuing to offer opportunities for strategic flexibility)
- Integrate the standards directly into the Municipal Code
- Integrate proposed block frontage and internal connectivity policies
- Integrate minimum useable open space for residential uses
- Integrate façade articulation standards



# REGULATORY CONCEPT

## Proposed Mixed-Use Zones:

- MU-1      The “base” mixed-use zone
- MU-2      The neighborhood-scaled mixed-use zone
- MU-3      The residential mixed-use zone – Neighborhood Retail
- MU-TOD    The mixed-use zone that emphasizes TOD

# Mixed-Use Zones – Permitted Uses

Commonality: Residential permitted by right in all zones, except for properties adjacent to Pedestrian Streets

- MU-1      The “base” mixed-use zone
  - The most permissive zone
- MU-2      The small neighborhood-scaled mixed-use zone
  - Grocery stores 60,000sf max, other uses 20,000sf max
- MU-3      The residential mixed-use zone
  - Commercial must be integrated into a mixed-use building
- MU-TOD    The mixed-use zone that emphasizes TOD
  - Auto-oriented uses prohibited

# Mixed-Use Zones – Height

Allow for variable height “tiers” within most zones (prefix)

- 150’**      **MU-1 & MU-TOD – Select portions of highest-activity**
  - Mostly those designated Employment Centers already @ 150’
- 90-100’**      **MU-1 & MU-TOD – “Base” in highest-activity areas**
  - Accommodates 7-story mixed-use buildings
- 70-75’**      **MU-2 – Neighborhood Center Mixed-Use**
  - Accommodates 5-story mixed-use buildings
- 40’**      **MU-3 – Residential Mixed-Use**
  - Accommodates 3-story buildings, consistent with proposed R1

# Mixed Use - Internal Connectivity

Integrate standards that enhance internal connectivity in new development and in redevelopment of existing commercial areas:

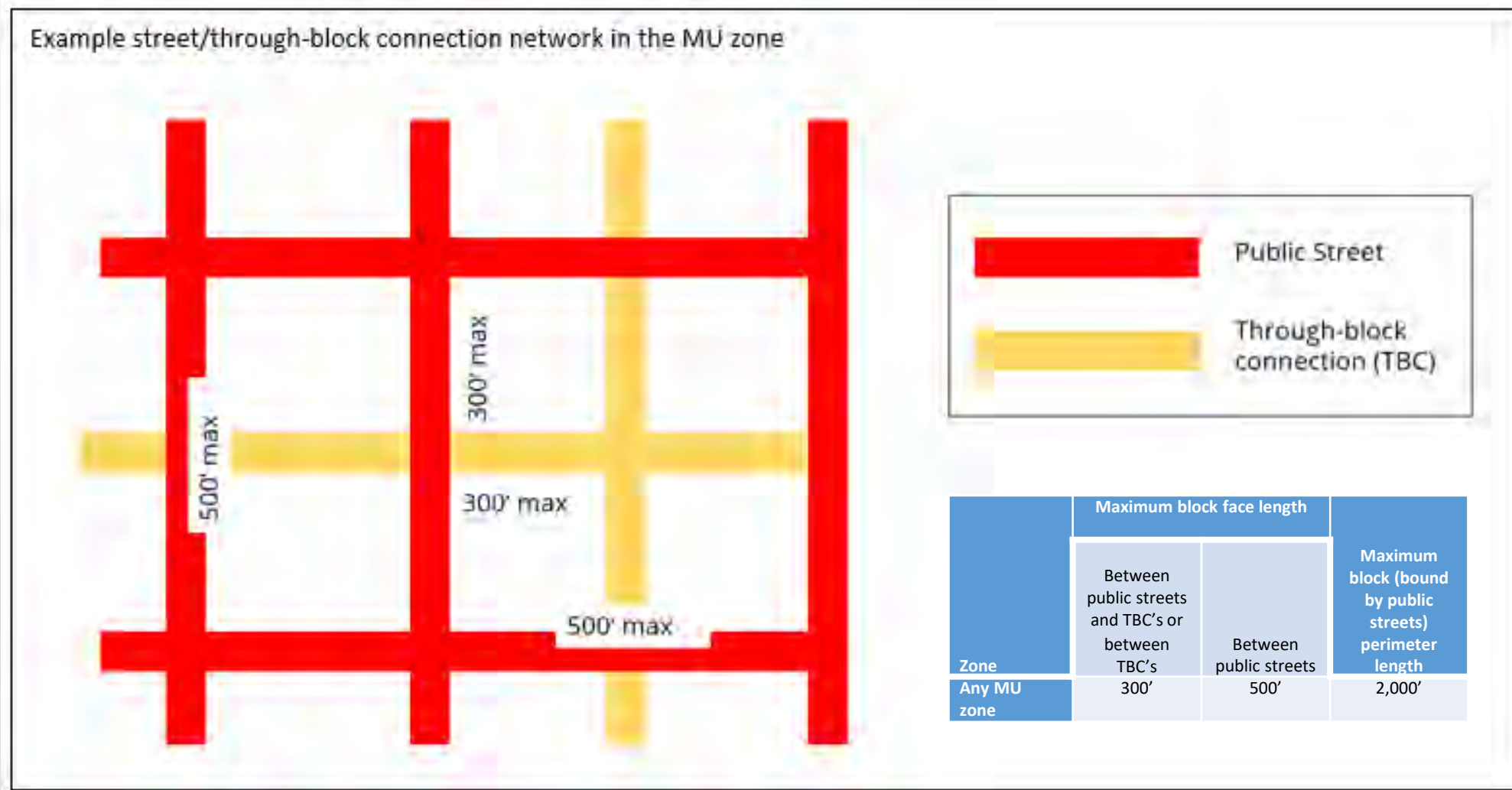
- Adopt maximum block size standards
- Develop through-block connection standards and options
- Update design standards to enhance development's frontage on through-block connections





# Mixed-Use Zones – Connectivity

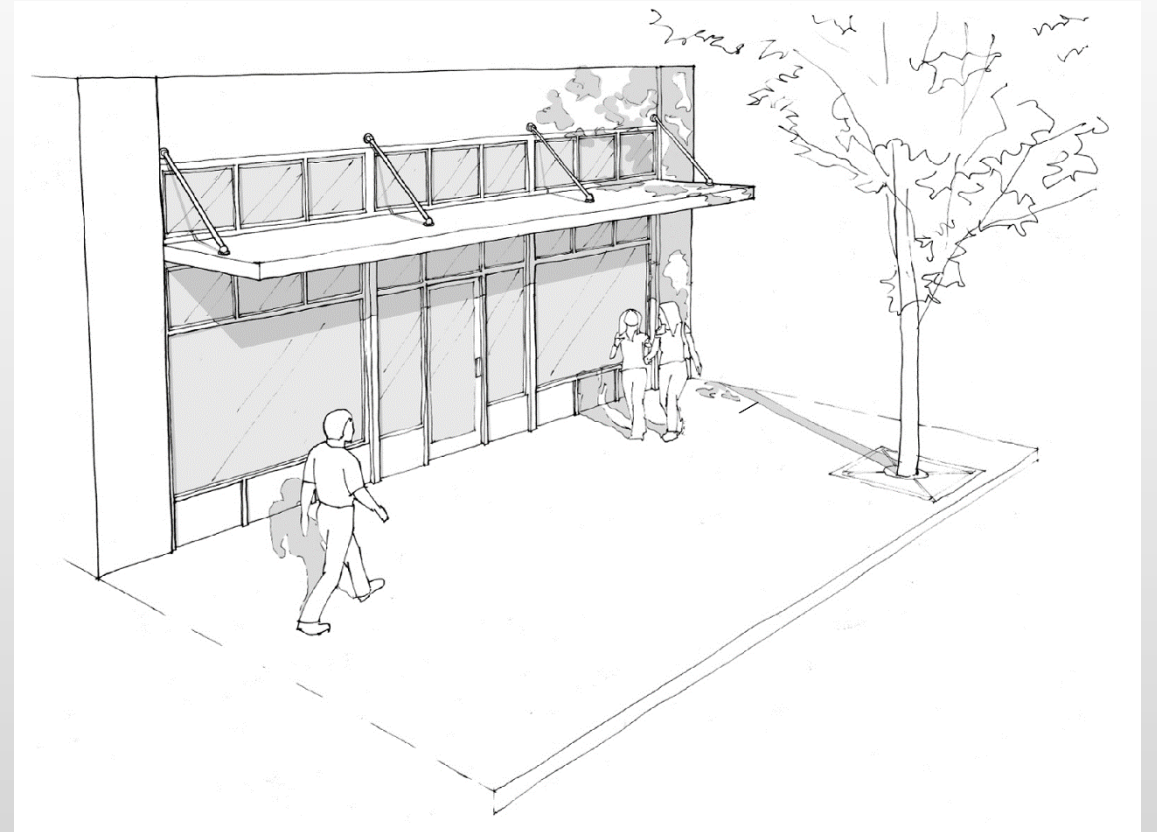
## Proposed Concept:



# Mixed-Use Zones – Block Frontages

## Proposed Strategic Adjustments

- Prohibit auto-oriented uses
- For residential uses, only lobbies and common area uses allowed on the ground level frontage
- 60% façade transparency between 2-10'
- Weather protection required – two options



## NEXT STEPS

Step	Timeline
Focus Area Concepts	April 2024
Full Report	May 2024
Plan Commission Consideration	June 2024





## QUESTIONS and DISCUSSION

# Thank You

[centers@corridors@spokanecity.org](mailto:centers@corridors@spokanecity.org)

Tirrell Black, Deputy Director

Colin Quinn-Hurst, Associate Planner

Tyler Kimbrell, Planner II



# Centers & Corridors Update

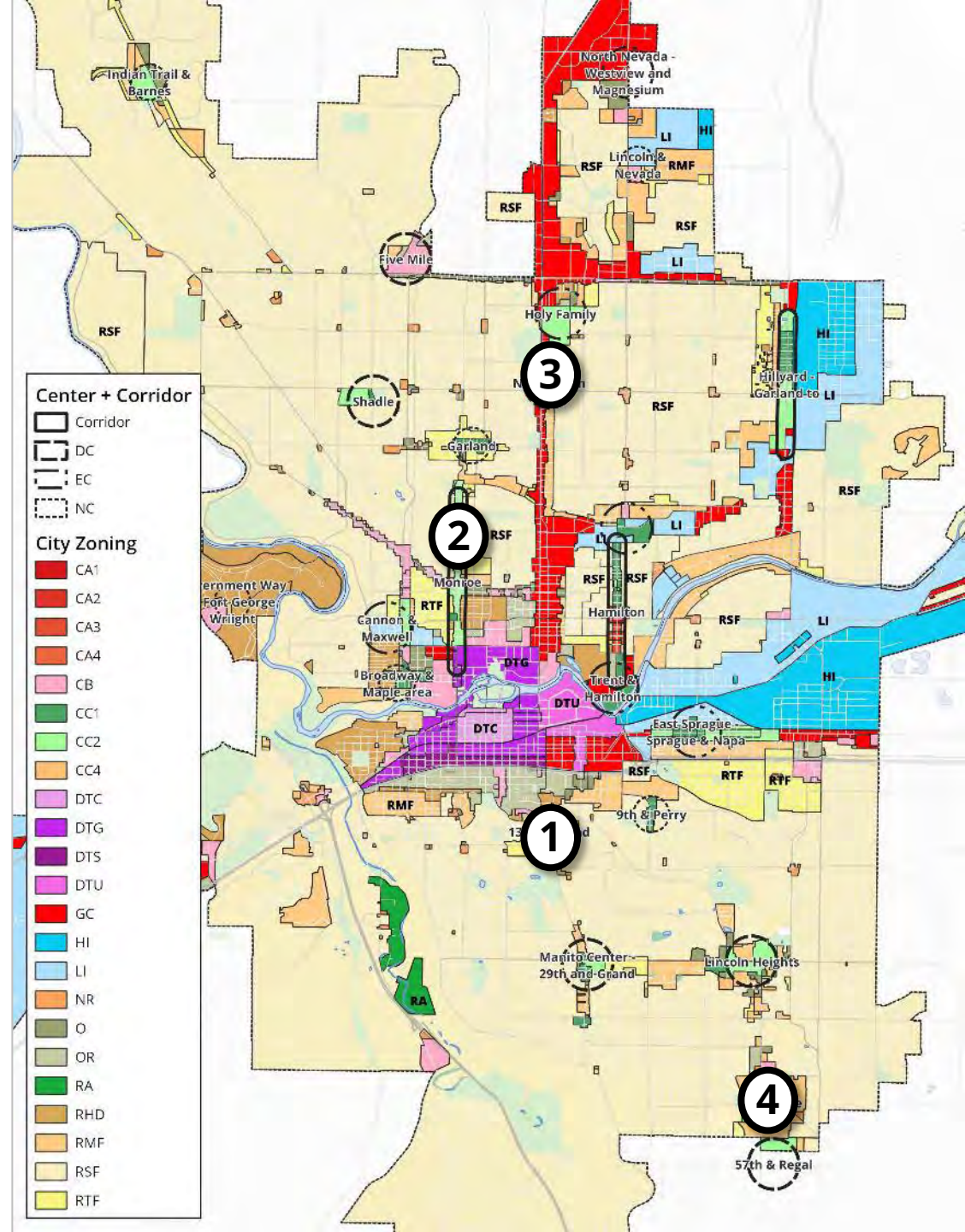
**Spokane Plan Commission**

April 10, 2024

# Background

Four sites chosen to test outcomes of proposed code changes in four Center/Corridors:

1. 14th and Grand
2. Monroe
3. Holy family
4. Southgate



# Background

Development concepts explore range of development conditions and key code provisions:

- Pre-war, post-war, and contemporary development patterns
- Parcels of different sizes
- Redevelopment vs greenfield development
- Draft standards for height, zone transitions
- Draft storefront street standards
- Draft standards for through-block connections and new streets



# 14<sup>th</sup> & Grand Site

## Concept Explores:

- Infill constraints on small sites
- Potential for single-stair mixed-use development
- Draft storefront street standards

## Site Conditions:

- Small lot
- Wide ROW creates potential for wide sidewalks amenity
- Four-lane arterial with relatively low traffic volumes
- Designated pedestrian street
- No alley access
- Nearby crosswalk



Designated Pedestrian Street	— · · · —
Storefront street	■ ■ ■ ■
Through block connection	■ ■
New street	□

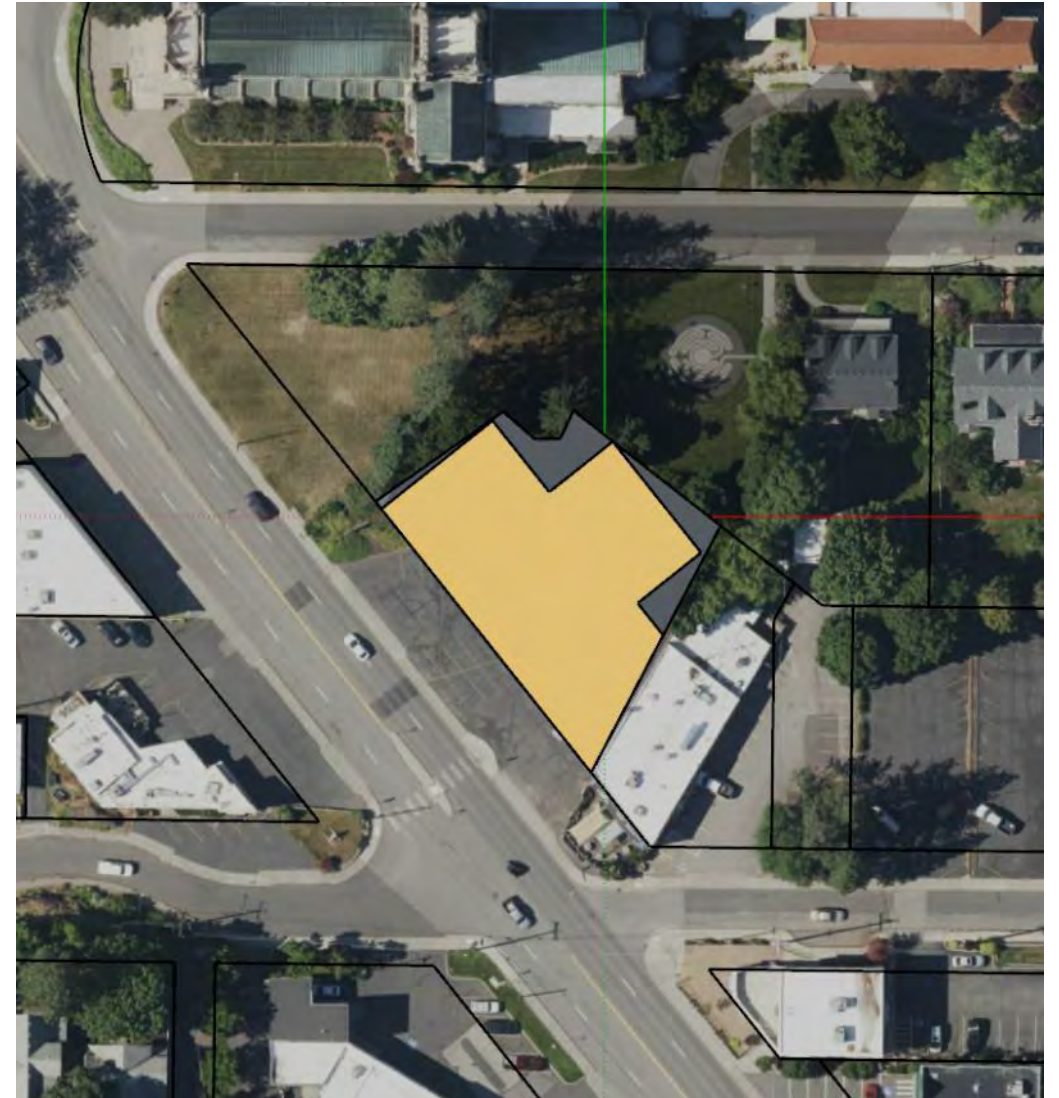
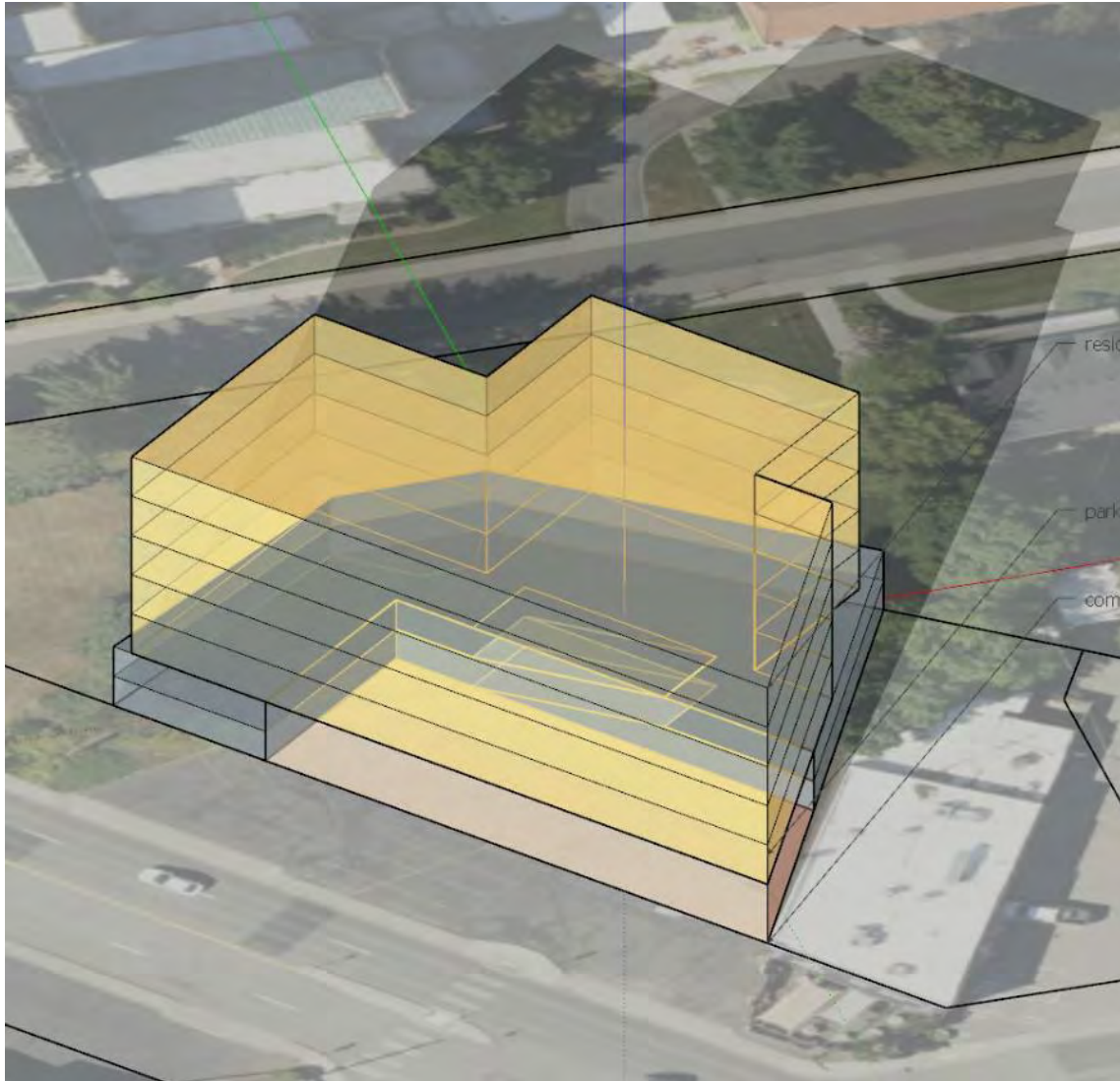


# 14<sup>th</sup> & Grand Site





## Initial concept: four-story mixed-use building



**Ground floor retail:** 6000 sf (300' x 50')

**Dwelling units:** 60

**Parking:** 65 in above-ground structure (based on likeliest development scenarios)





Section 17C.170.110 Maximum Height

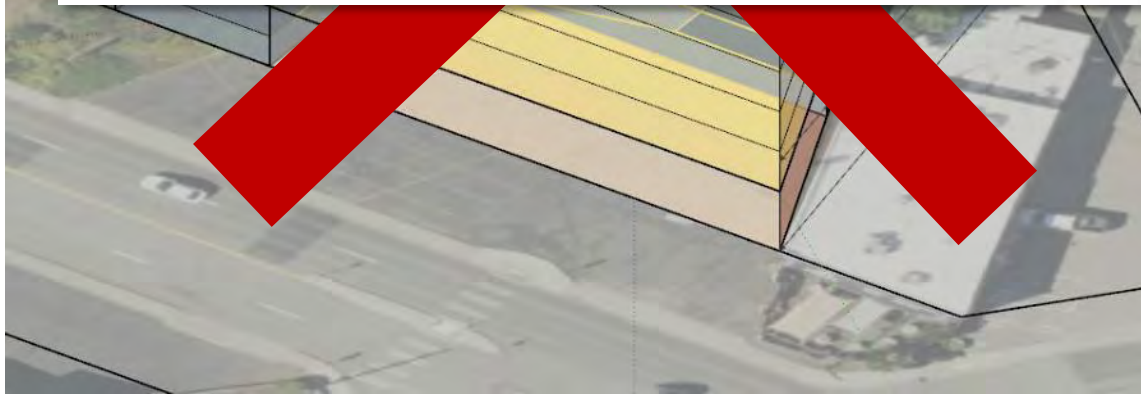
A. The maximum heights in the special height districts are as follows:

1. Within the St. John's Cathedral special height district no structure may exceed:

a. three stories; or

b. the elevation of two thousand two hundred forty feet, whichever is higher, exclusive of any antenna, chimney or flagpole.

Site elevation:  
2,210 ft



## 3-Story Single Stair Mixed-Use Concept

- Retain current restaurant and locates building to SE edge of site to maintain good visibility to restaurant
- Commercial ground floor
- 4 dwelling units (2/floor)
- Some surface parking retained
- Potential for significant ROW improvements or outdoor amenity space



Fir Street Flats in Bothell, WA



## Alternative concept: 3-story single stair mixed-use building



Ground floor retail: 1,751 sf (+ existing 2,550 sf)

Dwelling units: approximately 4

Parking: 16 surface parking + on-street parking



# 14<sup>th</sup> and grand rendering

- PLACEHOLDER FOR JACKIE'S RENDERING

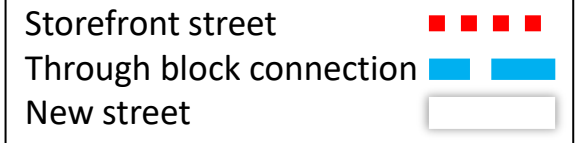
# Monroe Site

## Concept Explores:

- Infill constraints given Transition standards
- Increased allowed height
- Revised transition standard
- Storefront street standards

## Site Conditions:

- Historic “streetcar suburb” development pattern
- Adjacent to single-family homes
- Alley-access
- Recent street improvements





# Monroe Site

**N Monroe St & W  
Montgomery Ave  
looking west**





# Monroe Site



**N Monroe St & W  
Montgomery Ave  
looking west**



# Monroe Site



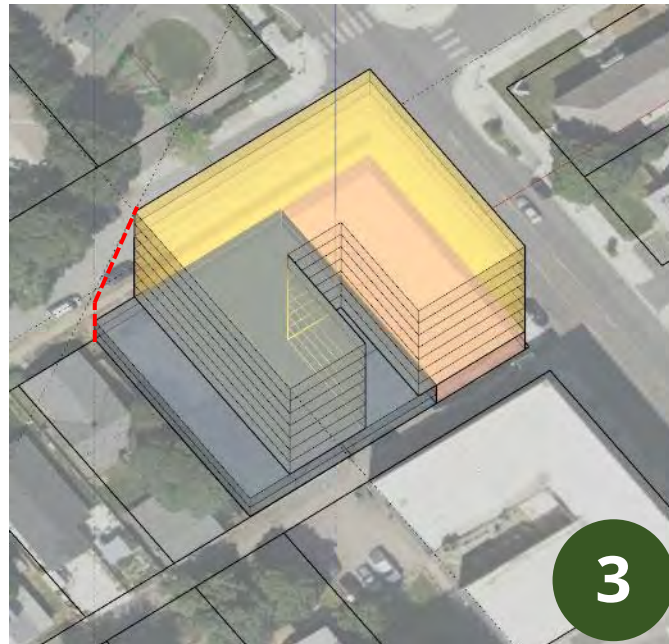
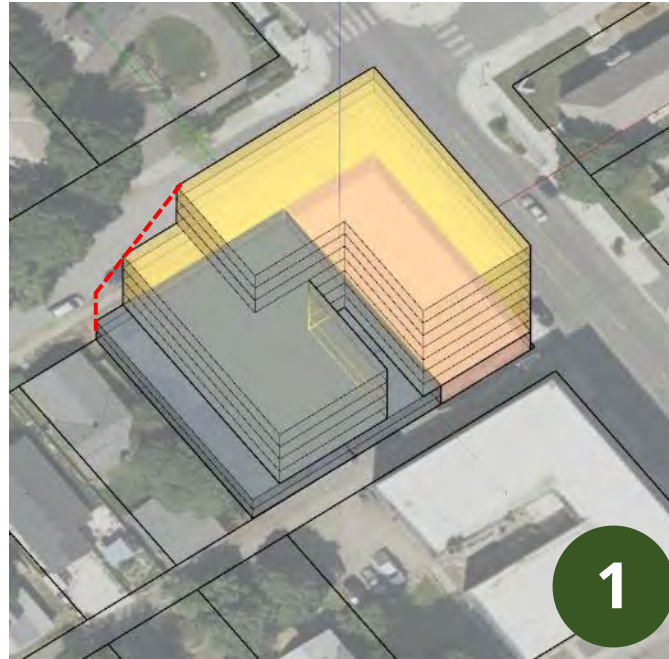
**N Monroe St & W  
Montgomery Ave  
looking west**



# Transition Standard

Three alternative concepts:

1. Interim zone-edge transition standards (30'+1:1)
2. Eliminate zone-edge transition standard
3. Modified zone-edge transition standard (40'+2:1)





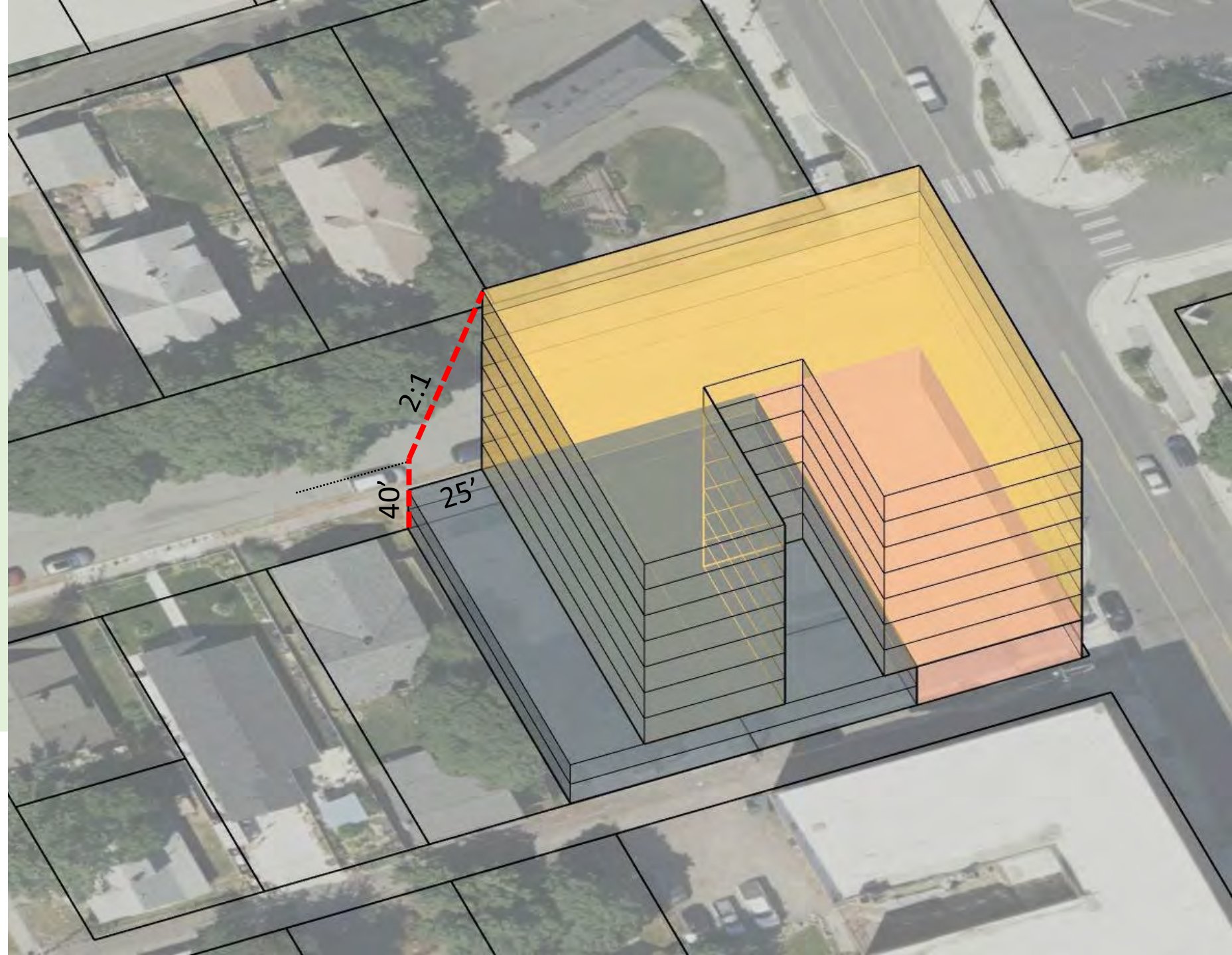
# Transition standard

## Current standard:

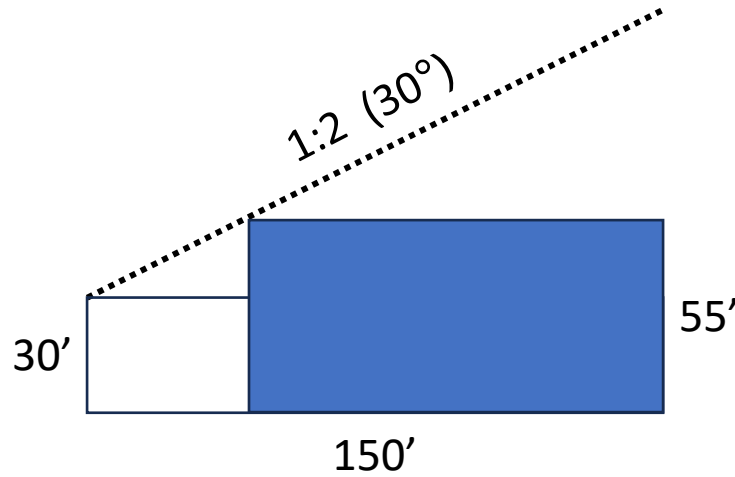
Setback plane begins at 30' and rises 1:1 or 45° slope. Max height (70') can be achieved 40' from parcel boundary.

**Proposal:** Setback plane begins at 40' and rises 2:1 or 60° slope.

Max height (90') can be achieved 25' from parcel boundary.



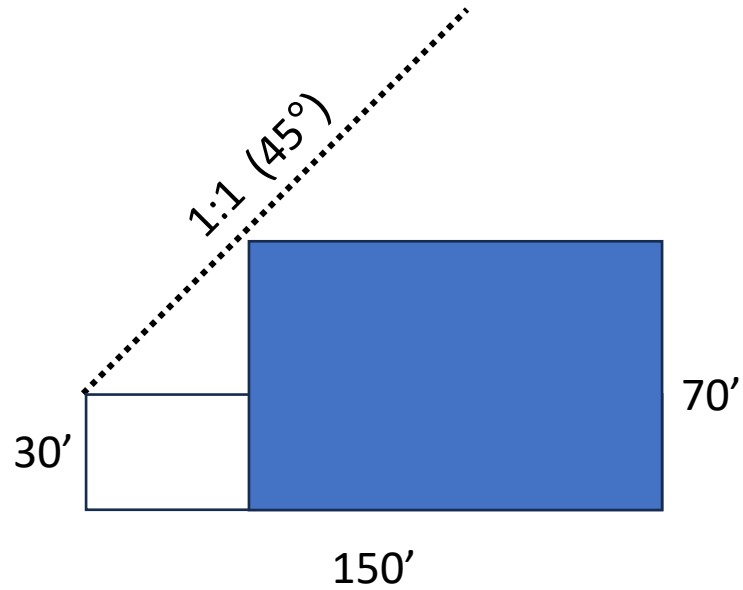
# Transition Standards



**Pre-BOCA standard**

30'+1:2

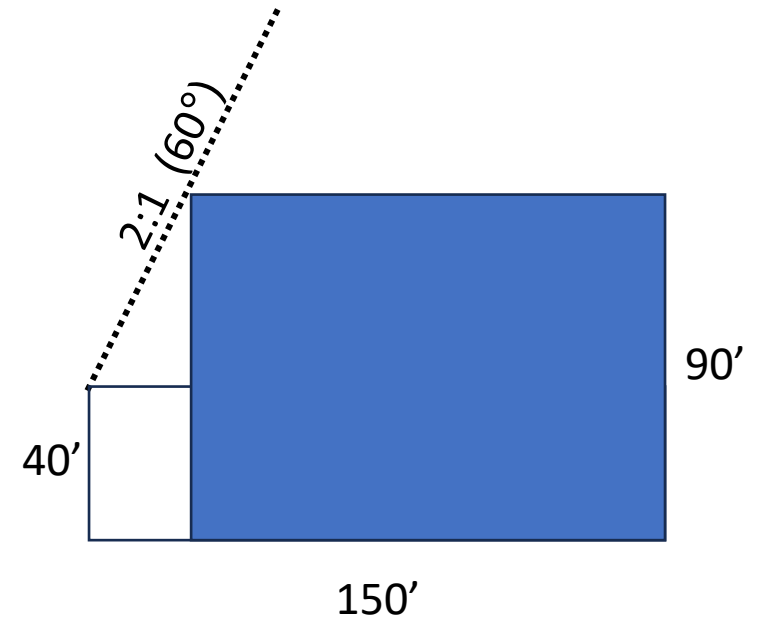
55' height limit



**Interim standard (current)**

30'+1:1

70' height limit



**Draft standard**

40'+2:1

90' height limit



# Monroe Site



**N Monroe St &  
W Montgomery Ave  
looking east**



# Monroe Site



**N Monroe St &  
W Montgomery Ave  
looking east**



# Monroe Site

**Ground floor retail:**  
6,000 sf  
**Dwelling units:** 100  
**Parking:** 84 in  
above-ground  
structure



**N Monroe St &  
W Montgomery Ave  
looking east**



# Height Limit

**Current height  
limit: 70'**

**Proposed  
standard: 90'**

Note: current building code rules and general economic conditions make 90' development in this area unlikely in the near term.





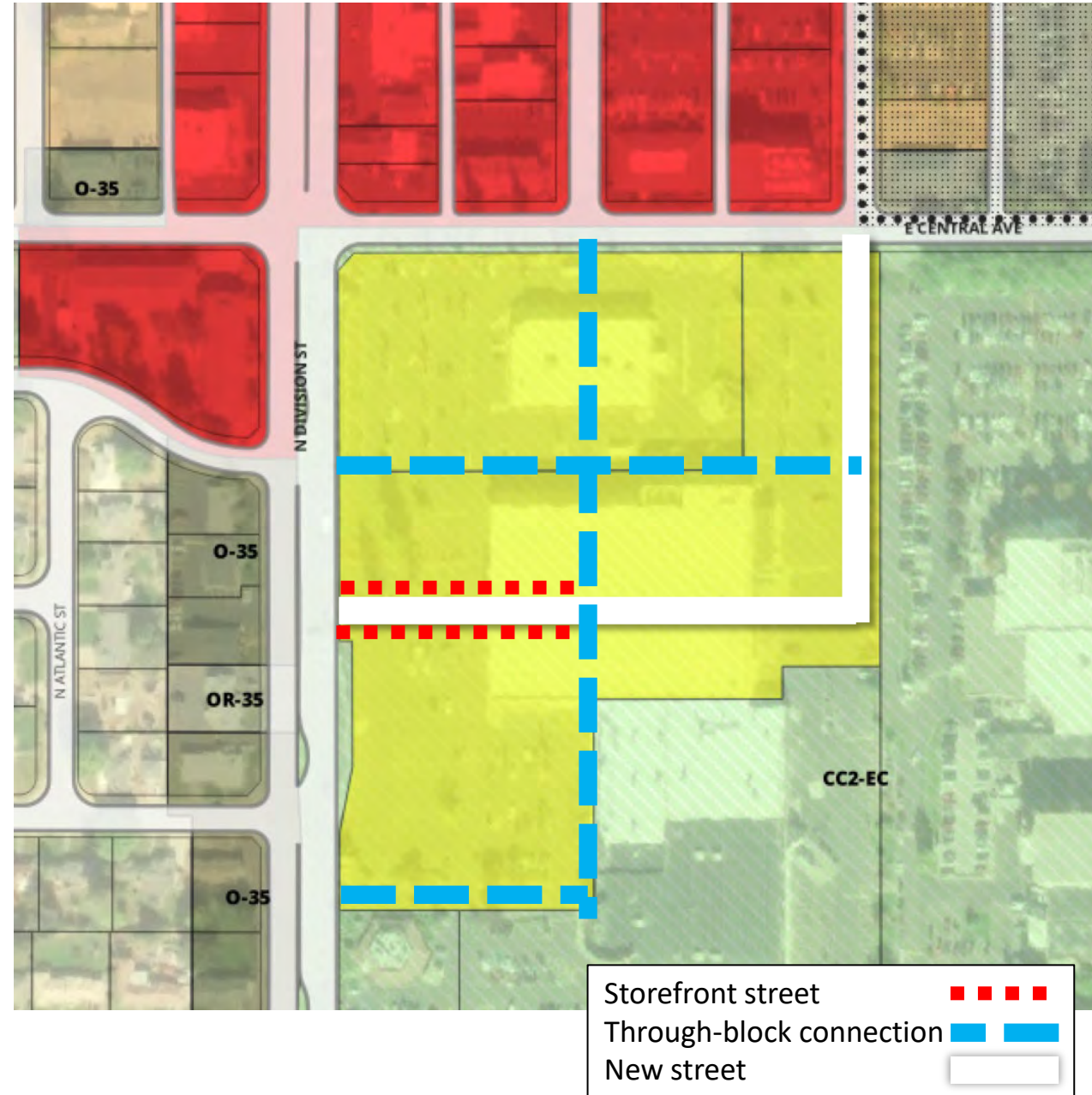
# Holy Family Site

## Concept Explores:

- Breaking up a large site with through-block connections and new public street connections
- Arterial frontage standards
- Storefront street standards

## Site Conditions

- Located on heavy traffic arterial (ADT 40k)
- Large potential redevelopment site



# Holy Family Site









# Maximum Block Length (Draft)

Zone	Maximum block face length		Maximum block (bound by public streets) perimeter length
	Between public streets and TBC's or between TBC's	Between public streets	
Any MU zone	300'	500'	2,000'

Example street/through-block connection network in the MU zone:

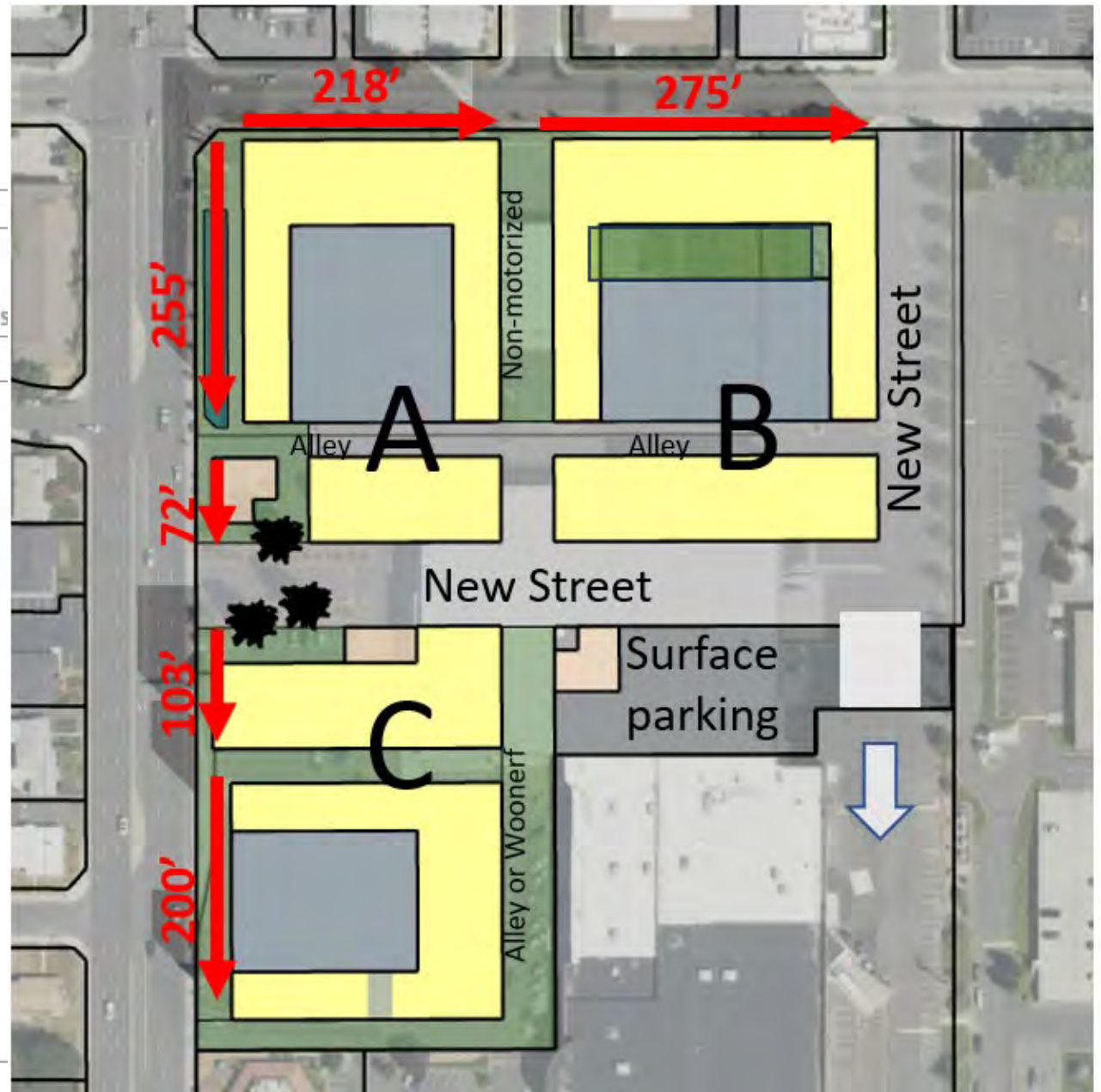
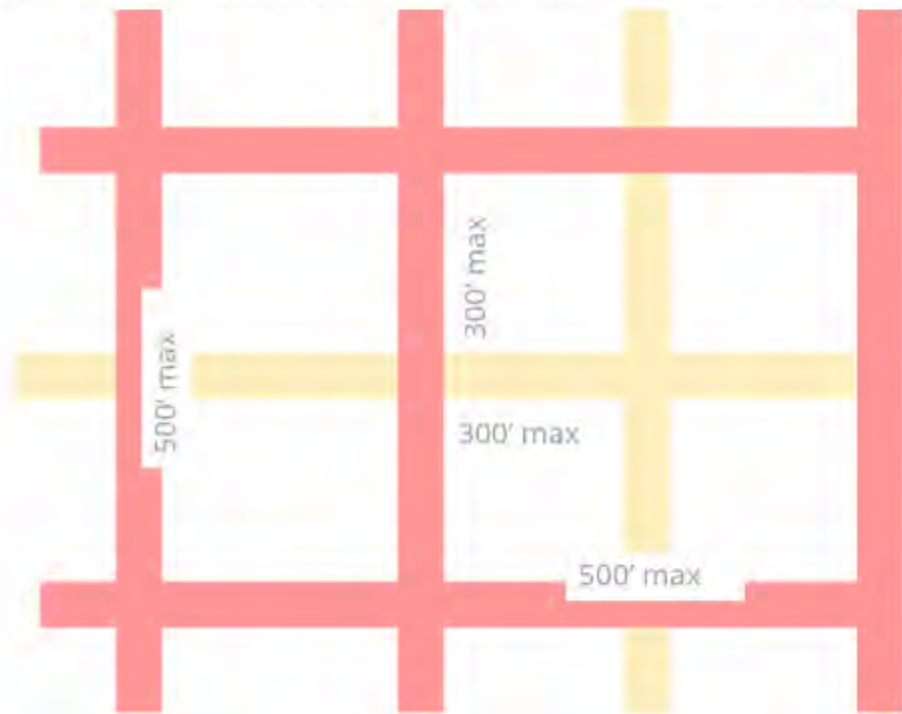
The diagram shows a grid of streets. Red lines represent public streets, and yellow lines represent through-block connections (TBC). The grid consists of three vertical red lines and three horizontal red lines. A yellow TBC line runs horizontally across the middle of the grid, connecting the first and second vertical red lines. Another yellow TBC line runs vertically through the center of the grid, connecting the top and bottom horizontal red lines. The diagram is annotated with maximum block lengths: '500' max' is written vertically on the left side of the first vertical red line; '300' max' is written vertically on the second vertical red line; '300' max' is written vertically on the horizontal red line between the first and second vertical lines; '300' max' is written vertically on the horizontal red line between the second and third vertical lines; '500' max' is written horizontally on the bottom horizontal red line between the second and third vertical lines.

Legend:

- Public Street
- Through-block connection (TBC)

Zone	Maximum block face length	
	Between public streets and TBC's or between TBC's	Between public streets
Any MU zone	300'	500'

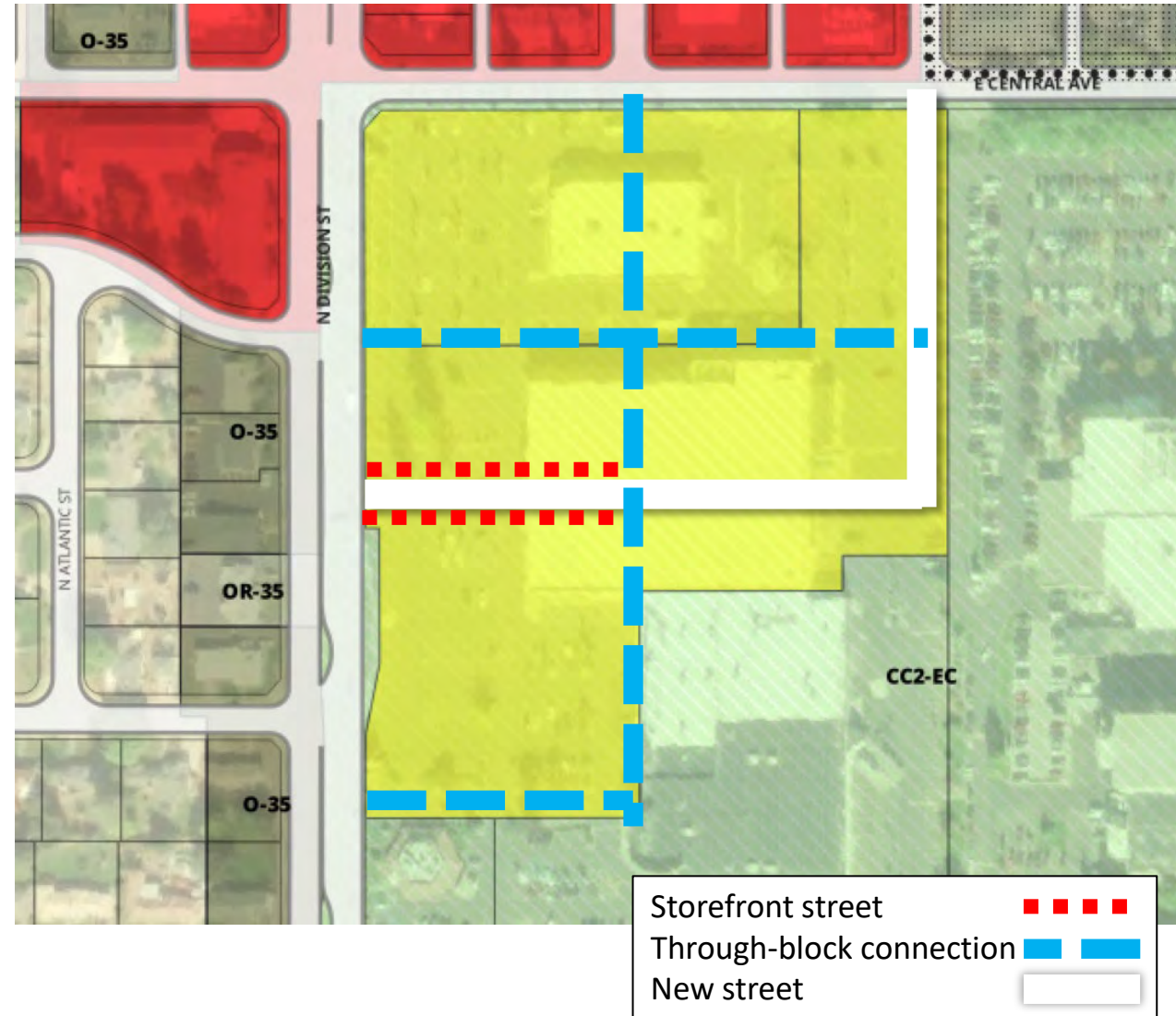
Example street/through-block connection network in the MU zone



# Storefront Street Concept

## Context & Concept

- No designated “Pedestrian Streets” currently
- Suggested change to “Storefront Street”
- Illustrating a desirable pedestrian-friendly mixed-use concept
- How to “code” such concepts?
  - Apply to large site redevelopment
  - Allow some flexibility re location
  - 33-50% of LF of arterial frontage as Storefront Street designation





**Mixed-use redevelopment concept:** Integrates single purpose residential and mixed-use buildings up to 90' tall wrapped around parking garages and along new streets and pedestrian-oriented through block connections.



Existing stormwater pond

Preserving/integrating the three large trees as a focal point/amenity

**Ground-floor retail: 53,300 sf**  
**Dwelling units: 1,160**  
**Parking: 873 structured and 100 surface**

Note: current building code rules and general economic conditions make 90' development in this area unlikely in the near term.







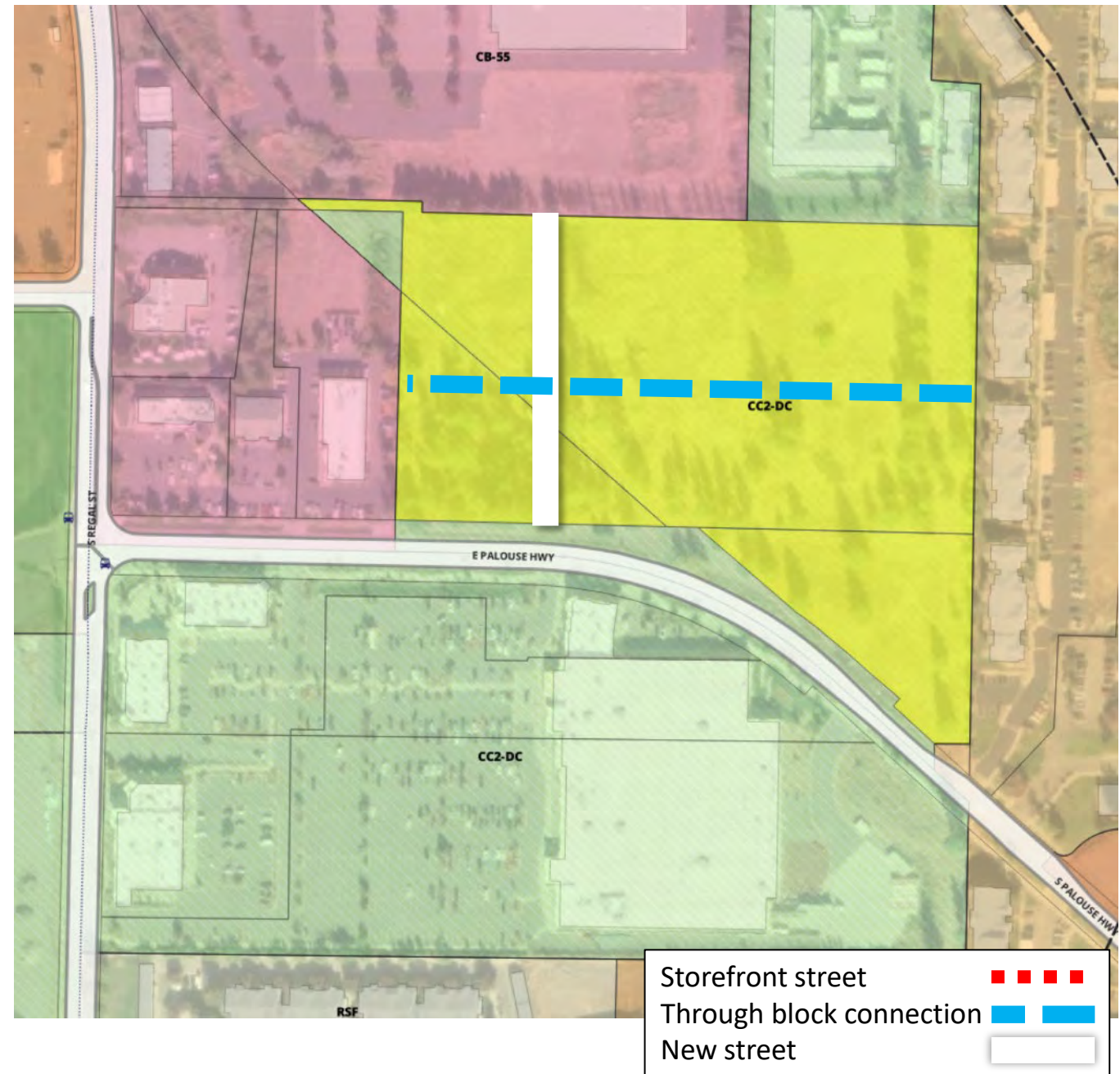
# Southgate Site

## Concept Explores:

- Standards for mid-block connections
- Standards for connections to adjacent development

## Site Conditions

- Greenfield site
- Active development area
- Limited street grid and few external connections





# Southgate Site



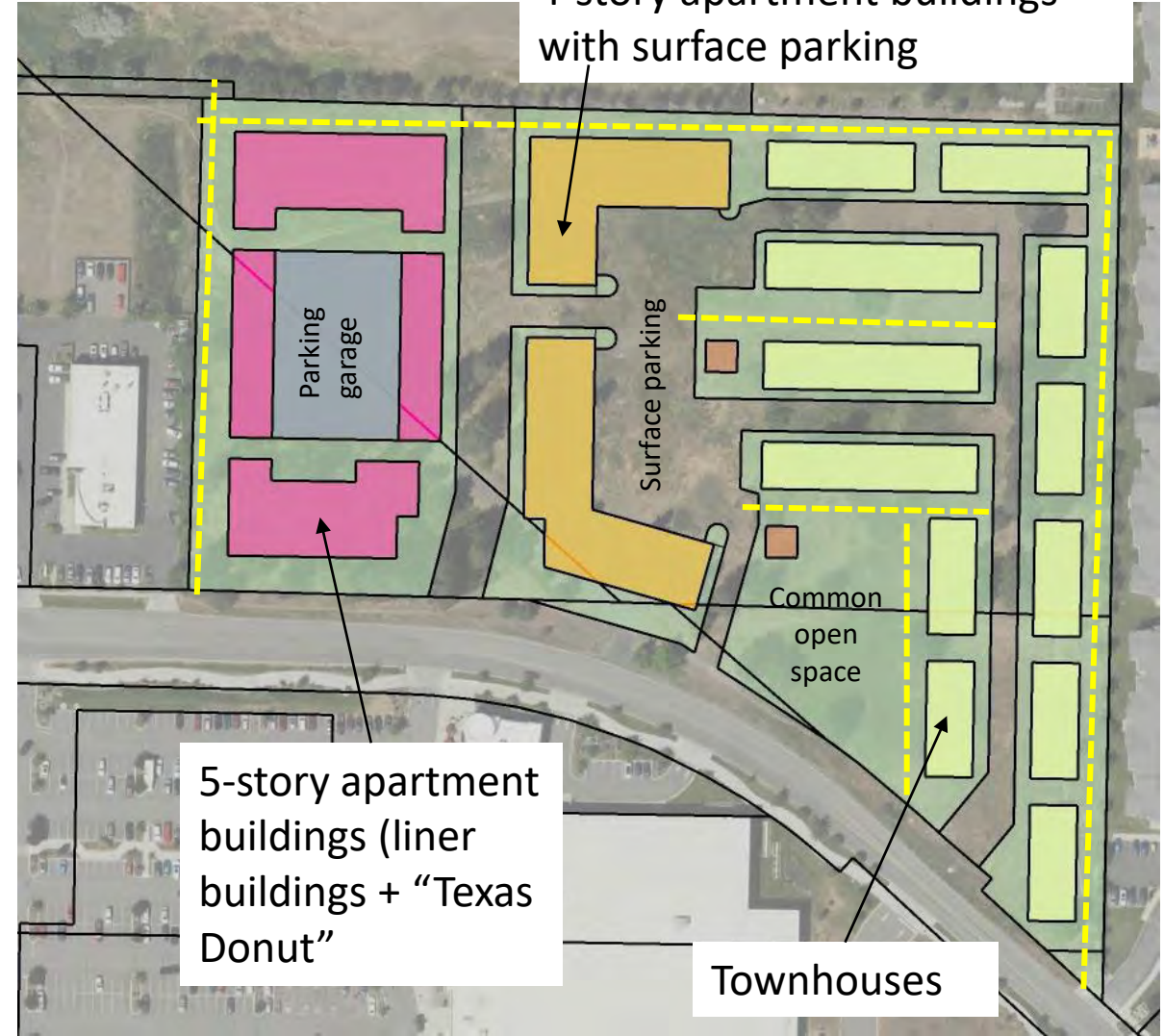
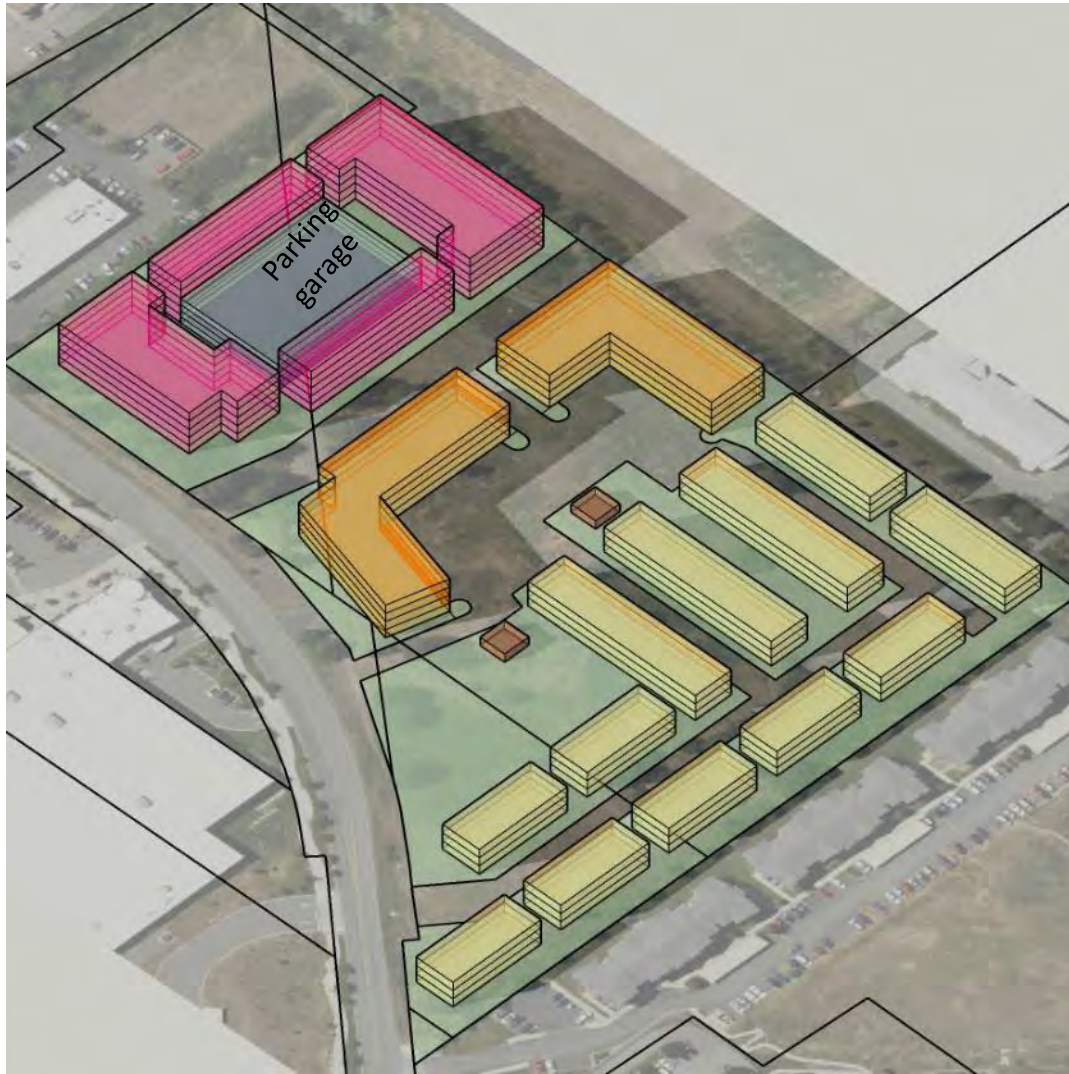


# Southgate Site





**Residential development concept: three residential building types with internal trails, streets, and one potential connection to adjacent (north) site**



**Ground floor retail:** None

**Dwelling units:** 600

**Parking:** 356 structured and 123 surface

----- Trails







BRIEFING PAPER  
Plan Commission  
Integrated Capital Management  
April 10, 2024

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Subject

2025 - 2030 Six-year Comprehensive Street Program

Background

In support of the State Growth Management Act and the City of Spokane's Comprehensive Plan, the City must maintain 6-year capital financing plans for certain providers of public facilities and services. Accordingly, the City must maintain a 6-year capital financing plan for its capital street program. Pursuant to RCW 35.77.010 the capital street program must be adopted before July 1 of each year, and filed with the Secretary of Transportation not later than 30 days after adoption. To determine the plan's consistency with the Comprehensive Plan, it is reviewed by the City Plan Commission. The Plan Commission then makes a recommendation to the City Council as to the program's consistency with the Comprehensive Plan. The City Council then accepts or modifies the plan accordingly.

Each new project to the 6-Year Program is assessed for compliance with the Comprehensive Plan by verifying fulfillment of the Transportation goals and policies (TR's). Staff have prepared an assessment and seek a recommendation to the City Council regarding program compliance.

Impact

Staff will present a draft assessment of new projects being brought into the 2025 – 2030 6-Year Comprehensive Street Program. The assessment includes a review of each project for consistency with the comprehensive plan, particularly the transportation chapter. This assessment has been reviewed by the Plan Commission Transportation Subcommittee.

Action

None, this is a workshop with the Plan Commission regarding 6-Year Capital Street Program compliance with the Comprehensive Plan.

Any recommendations that result from this workshop will be considered for inclusion into the draft program which will then be brought to the Plan Commission for a Hearing to make an official recommendation to the City Council. The Hearing is tentatively scheduled to be held on May 8<sup>th</sup>.



**STREET PROGRAM  
RECONCILIATION SHEET  
New Projects Added to Six-Year  
Program (2025-2030)**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
<b>Comprehensive Plan Chapter 4 Policies TR:</b>	Transportation Network for All Users	Transportation Supporting Land Use	Transportation Level of Service	Transportation Demand Management Strategies	Active Transportation	Commercial Center Access	Neighborhood Access	Moving Freight	Promote Economic Opportunity	Transportation System Efficiency & Innovation	Transit Operational Efficiency	Prioritize and Integrate Investments	Infrastructure Design	Traffic Calming	Activation	Right-Of-Way Maintenance	Paving Existing Unpaved Streets	Parking	Plan Collaboratively	Bicycle/Pedestrian Coordination	Safe & Healthy Community Education & Promotion Campaign	Law Enforcement & Emergency Management	Effective and Enhanced Public Outreach
<b>Safe Streets for Spokane</b>	X			X	X					X			X	X	X				X	X			X
<b>Bridge Deck Preservation Bundle - Greene, Freya (x2), Havana</b>						X	X	X		X						X			X				X
<b>Wellesley Ave. Chip Seal - Maple to Division.</b>	X	X			X	X	X	X		X						X			X	X			X
<b>Washington / Stevens - 9th to 3rd Grind &amp; Overlay</b>	X	X			X	X	X	X		X						X			X	X			X
<b>3rd Ave. - Monroe to Division Grind &amp; Overlay</b>	X	X			X	X	X	X		X						X			X	X			X
<b>3rd Ave. - Walnut to Stevens; Stevens St. - 8th Ave. to 3rd Ave. Grind &amp; Overlay</b>	X	X			X	X	X	X		X						X			X	X			X
<b>Sprague Ave. - Freya to Havan; Alki/Broadway - Freya to Havana Grind &amp; Overlay</b>	X	X			X	X	X	X		X						X			X	X			X
<b>Grandview / 16th / 17th</b>	X	X			X		X			X		X	X						X	X			X
<b>Rockwood Blvd. - Grand to Cowley Grind &amp; Overlay</b>	X	X			X	X	X			X		X	X			X			X	X			X
<b>North Hillyard Sidewalk Infill</b>	X			X	X					X				X	X				X	X			X

## STREET PROGRAM RECONCILIATION SHEET

( Comparing 2025-30 against 2024-29 6yr. Program )

### New Projects Added to Six-Year Program (2025-2030)

Section/ Funds/ CN Year	Project Name	Project Description	Purpose Statement	Project Phase Fully Funded			Cost Estimate
				Planning	Design	Constr.	
<i>Pedestrian &amp; Bikeways</i> 2025 - 2027	<b>Safe Streets for Spokane</b>	Bike and Pedestrian improvements in the downtown core, North Bank, West Central, Logan and East Central neighborhoods. Work includes, bike lanes, bike/ped crossing improvements, sidewalk infill, stairwell replacement and related safety improvements.	Improve bike and pedestrian safety. Address gaps in the active transportation network. Improve access to transit.	Yes	Yes	Yes	<b>\$12.0M</b>
<i>Bridge</i> 2026	<b>Bridge Deck Preservation Bundle - Greene, Freya (x2), Havana</b>	Bridge deck surface rehabilitation and preservation.	Bridge deck maintenance and preservation to protect the bridge structure, extend bridge life and delay need for more costly rehabilitation.	n/a	Yes	Yes	<b>\$4.7M</b>
<i>Capital Improvements</i> 2025	<b>Wellesley Ave. Chip Seal - Maple to Division.</b>	Pavement preservation via chip seal coat.	Preserve and extend the life of the pavement surface.	n/a	Yes	Yes	<b>\$600 k</b>
<i>Capital Improvements</i> 2025 / 26	<b>Washington / Stevens - 9th to 3rd Grind &amp; Overlay</b>	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	<b>\$2.0M</b>
<i>Capital Improvements</i> 2025 / 26	<b>3rd Ave. - Monroe to Division Grind &amp; Overlay</b>	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	<b>\$1.7M</b>
<i>Capital Improvements</i> 2025 / 26	<b>3rd Ave. - Walnut to Stevens; Stevens St. - 8th Ave. to 3rd Ave. Grind &amp; Overlay</b>	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	<b>\$3.7M</b>
<i>Capital Improvements</i> 2026	<b>Sprague Ave. - Freya to Haven; Alki/Broadway - Freya to Havana Grind &amp; Overlay</b>	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	<b>\$3.8M</b>
<i>Capital Improvements</i> 2026	<b>Grandview / 16th / 17th</b>	Street realignment and reconstruction. Integrated project with planned water and wastewater improvements.	Realign the Grandview / 16th / 17th Ave. corridor for improved alignment and to meet City standards.	n/a	Yes	Yes	<b>\$900 k</b>
<i>Capital Improvements</i> 2026	<b>Rockwood Blvd. - Grand to Cowley Grind &amp; Overlay</b>	Pavement rehabilitation. Asphalt grind and overlay, pavement repair and ADA ramps. Integrated project with planned water line improvements.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	<b>\$1.53M</b>
<b>Honorable Mention</b>							
Section	Project Name	Comment	Status				
<i>Pedestrian &amp; Bikeways</i> 2025/26	<b>North Hillyard Sidewalk Infill</b>	Sidewalk infill. Central Ave. to Francis Ave. and Lacey St. to Haven St. Funded through the TIB-Sidewalk program.	Fully funded; design to begin 2024/25. Construction in 2025 or 2026.	n/a	Yes	Yes	<b>\$900k</b>
<b>Projects Completed or Removed from Six-Year Program</b>							
Section	Project Name	Comment	Status				
<i>Bridge</i>	<b>Maple St. Bridge Deck Rehab</b>		Completed in 2023				
<i>Capital Improvements</i>	<b>TJ Meenach Dr.</b>		Completed in 2023				
<i>Capital Improvements</i>	<b>Maple / Ash Chip Seal - NW Blvd. to Rowan</b>		Complete in 2024				
<i>Capital Improvements</i>	<b>Haven St. Grind &amp; Overlay</b>		Complete in 2024				
<i>Pedestrian &amp; Bikeways</i>	<b>Driscoll/Alberta/Cochrane Sidewalk</b>		Complete in 2024				
<i>Pedestrian &amp; Bikeways</i>	<b>South Gorge Trail Connection</b>		Complete in 2024				
<i>Pedestrian &amp; Bikeways</i>	<b>Division St. Ped Hybrid Beacon</b>		Complete in 2024				
<i>Pedestrian &amp; Bikeways</i>	<b>Haven St. Sidewalk - Heroy to Rockwell</b>		Complete in 2024				



**BRIEFING PAPER**  
**Spokane Plan Commission**  
**South Logan TOD Implementation**  
**April 10, 2024**

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After a 20-month planning process working with community members on the vision for the area, the South Logan Transit-Oriented Development (TOD) Plan and Final Environmental Impact Statement (FEIS) was adopted by resolution ([RES 2024-0015](#)) on January 29, 2024 by City Council.

The South Logan TOD Plan provides a recommended framework and policies to create the envisioned future for the South Logan subarea. Recommendations relevant to the current South Logan Implementation proposed text amendments are below. The full plan can be found here: <https://static.spokanecity.org/documents/projects/south-logan-tod/south-logan-tod-final-plan-adopted-2024-01-29.pdf>

### **Hamilton Form-Based Code Adjustments**

The subarea plan calls for strategic adjustments to the form-based code to enhance transit-oriented development opportunities, while retaining standards that ensure future development is pedestrian-oriented and contributes to the area. Those recommendations, as well as proposed implementation, include:

- Update the context area map to consolidate the entire existing form-based code area as Context 1.
  - The proposed text amendments drafts will include consolidation of the four existing context areas to Context Area 1.
- Create a unique “context area” for the Springfield/Columbus satellite form-based code area that will allow for the 150-foot building heights that exist in current GC zoned areas and proposed for the CC-1 zoned areas on the south side of E Springfield Ave. Also designate the four corners of the Columbia St/Springfield Ave a “Shopfront block” and extend the Shopfront block along Columbia St for approximately one-half block north of Springfield Ave.
  - To streamline the code for ease of use and implementation, the proposed text amendments drafts will be incorporating the recommended secondary “context area” into the Shopfront Designation.
- Adjust the designated “Shopfront blocks” to just apply to the half blocks of Hamilton St. Extend those designations one property deep on the crossing streets at those signalized intersections.
  - The proposed text amendments drafts will include Shopfront Designations that align with the recommended locations.





**BRIEFING PAPER**  
**Spokane Plan Commission**  
**South Logan TOD Implementation**  
**April 10, 2024**

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- Provide standards to require stoops in some form for any uses containing ground floor residential uses along Hamilton St.
  - The proposed text amendments drafts may include objective requirements for a stoop of at least 3-feet deep for all primary entrances of ground floor residential along Hamilton Street. Implications are still being discussed to ensure accessible and desired development.
- Increase the building height for the proposed consolidated Context area 1 from 66-feet to 75-feet to allow more development capacity and efficient building forms.
  - The proposed text amendments drafts will include an increase in height for Context Area 1 to 75-feet.
- Apply Type I Streetscape Requirements to Springfield Ave and Columbus St, except require a 10-foot wide Clear Pedestrian Zone for Columbus St.
  - The proposed text amendments drafts will include Type 1 Streetscape Requirements for the consolidated Context Area 1. Additional requirements will be applied to Springfield Ave and Columbus St.
- Eliminate the required off-street parking for the FBC area.
  - The proposed text amendments drafts will remove all parking minimums within the Hamilton Form-Based Code area. The existing parking maximums will remain.
- Retain existing minimum 60-percent ground floor transparency requirements for designated Shopfront blocks. For all other ground level building frontages within 10 feet of the sidewalk designed for non-residential use, require 40-percent minimum transparency. For all residential building frontages, require a minimum façade transparency of 15-percent.
  - The proposed text amendments drafts will include the above transparency standards.
- Refine block frontage standards, most notably for ground floor residential uses in close proximity to the street. Require that the ground floor residential uses within 10 feet of the sidewalk be elevated at least 30 inches to increase the privacy of residents and provide an effective transition between the public and private realm. Key features include providing a porch, deck, or stoop between the entry and the sidewalk, providing a covered area over the entry, and integrating landscaping into the transitional area to add visual interest and help to define the space.



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**Spokane Plan Commission**  
**South Logan TOD Implementation**  
**April 10, 2024**

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- The proposed text amendments drafts will include the above standards for ground floor residential development.
- Consider adding “trail-oriented development standards” for the Columbus/Springfield area along the Centennial Trail. This includes ensuring development orients towards the trail, which can be accomplished by having patios and decks that look out over the trail, including a minimum façade transparency level to provide more “eyes on the trail” for safety and to provide visual interest, and avoiding tall fences and blank walls facing the trail.
  - The proposed text amendments drafts will include trail-oriented development, as well as sustainability standards identified through community engagement, within the design guidelines section. Design guidelines are not mandatory but do provide recommendations for design and are reviewed during any requested design deviations or departures.

### **Planned Action Ordinance**

Potential environmental impacts of the envisioned development under the plan were assessed through a subarea-wide [Environmental Impact Statement \(EIS\)](#), with the mitigation measures anticipated to be included in a Planned Action Ordinance for the area.

### **Center and Corridor Development Standards**

The subarea plan assumed that the interim Center and Corridor Development Standards ([Section 17C.400.040](#)) would be made permanent and/or slightly modified to align with recommendations from the ongoing [Centers and Corridors Study](#). The recommendations, as well as proposed implementation, include:

- Adjustments to allowed building heights and other dimensional standards that fit within current construction practices for desirable building types. For example, ensuring the permitted heights accommodate best practice floor-to-floor heights for applicable land uses.
  - The proposed text amendments drafts will increase the allowed height in Centers and Corridors from 40 feet to 55 feet in Neighborhood Centers and from 55 feet to 75 feet in District Centers and Corridors. The height in CC4 for an Employment Center will increase from 70 feet to 75 feet for both Neighborhood Centers, District Centers, and Corridors. CC4 will increase from 40 feet to 55 feet. Additionally, regardless of use, maximum Floor Area Ratio (FAR) standards have been removed in District and Employment Centers.



**BRIEFING PAPER**  
**Spokane Plan Commission**  
**South Logan TOD Implementation**  
**April 10, 2024**

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- A new approach to block frontage standards (setback and building orientation based on the type of street it fronts).
  - Block frontage standards are being considered as part of the Centers and Corridors Study and are not proposed within this set of text amendments.
- Zone edge treatments that balance infill development goals with compatibility to lower intensity zones.
  - Zone edge treatments are being considered as part of the Centers and Corridors Study. The proposed text amendments drafts will consider height transition adjustments to meet the intent of the compatibility with lower intensity zones while ensuring development is feasible to be built to the permitted standards.
- Relocating Center and Corridor Design Standards and Guidelines to improve readability and clarity.
  - Design standard updates are being considered as part of the Centers and Corridors Study but will not be implemented in this project. The proposed amendment is to incorporate the existing design standards, rather than be a separate attachment, into the code to improve its useability. Minor clerical and formatting amendments will be made for ease of use, with no substantial modifications proposed outside of ensuring compatibility with the South Logan TOD Plan.
- Updating CC1 to prioritize transit-supportive, pedestrian-oriented development and limit auto-focused development like drive-thru businesses.
  - Transit-oriented zoning is being considered as part of the Centers and Corridors Study. The proposed text amendments drafts will include development standard amendments that support more transit-oriented development, such as not permitting drive-thrus on Pedestrian Streets or within the CC1 zone, regardless of Pedestrian Street designation. Minor adjustments to drive-thru standards may also be considered.
- In addition to South Logan TOD Plan recommendations, the proposed text amendments drafts include changes to minimum parking requirements for all uses in CC1, CC2, and CC4 which align with the interim ordinance.

## **Residential Zones**

The South Logan TOD Plan was based on the assumptions of increase housing opportunities as approved through the Building Opportunity for Housing code package. In addition to those recent text amendments, the plan proposes increased height limits for the higher intensity residential





**BRIEFING PAPER**  
**Spokane Plan Commission**  
**South Logan TOD Implementation**  
**April 10, 2024**

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zones. The proposed text amendments will incorporate increasing height allowances, while also ensuring those height allowances are feasible based on height transition requirements.

The plan also states a need for basic design requirements to create the envisioned human-scaled development pattern. A deeper dive into the citywide residential design standards will verify whether changes are needed to meet the vision of the South Logan TOD Plan. Based on prior discussions around re-evaluating all design standards, Planning staff believes the conversation would require a robust citywide public process with more significant citywide implications that should not be included within a single subarea project. Until existing design standards are modified, new development must comply with the design standards currently in the SMC.

### **Zoning and Land Use**

The recommended zoning and land use changes are being processed as part of the 2023-2024 Annual Comprehensive Plan Amendment cycle. More information about the city-sponsored proposal will be available on the Comprehensive Plan Amendment webpage throughout the application process: <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>

### **Next Steps**

Following this discussion at Plan Commission, proposed SMC text amendments will be drafted, and feedback sought from the Plan Commission and members of the public. The Project Team is tentatively scheduled to present before Plan Commission again on April 24.

A virtual public information session is tentatively scheduled for the evening of April 30, with further details to come.

More information is available on the project website at:

<https://my.spokanecity.org/projects/south-logan-transit-oriented-development-project/>

**BRIEFING PAPER**  
**City of Spokane**  
**Plan Commission Workshop**  
**April 10, 2024**

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**Subject**

Proposed updates to the Plan Commission Rules of Procedure.

**Background**

SMC 04.12.050(C) grants authority to Plan Commission to “adopt rules of procedure to accomplish its functions”. The Plan Commission periodically reviews its rules to make sure they’re consistent with state law and City code, and to reflect current conditions for carrying out its functions.

**Summary of Draft Changes**

The current draft is presented with redline proposed changes. The changes can be summarized as follows (Changes from the previous workshop are given in **bold**) (Rule numbers are given with existing numbering—proposed changes will result in new numbering):

- Clerical adjustments, such as standardizing capitalization of titles
  - Updates to reflect changes in technology, such as adding references to email
  - Removing the requirement that the President must authorize virtual participation in Commission meetings and suggesting that in-person attendance is encouraged but not required
  - Providing more detail around the Briefing portion of workshops and removing the setting of the next meeting’s agenda as a Briefing item
  - **Stating that joint City Council/Plan Commission meetings shall be requested by the Commission on a semi-annual basis**
  - Updating Rule 4.3 to refer directly to SMC and RCW noticing requirements
  - Removing Rule 6.1.1, which was deemed unnecessary
  - Clarifying in Rule 6.1.2 that the requests for hearings are initiated by Plan Commission motions, not by requests from the public (public requests for action occur through the annual amendment process provided in 17G.020 and 17G.025). **Also clarifying that hearings should be scheduled by motion of the Commission and that the secretary shall obtain written approval from the President to schedule a hearing without a motion.**
  - Removing Rule 6.1.3, consistent with the proposed changes in Rule 6.1.2
  - Adding a rule that amendments to a proposal should be submitted in writing to the Secretary at least four hours prior to a hearing (but that it is not a strict requirement).
  - Correcting the Title of Rule 8 to be consistent with the Table of Contents
  - Adding rules to describe the duties and participation of liaisons, including clarification that liaisons do not vote or make motions. **Also adding that liaisons may serve as full voting members of subcommittees, subject to the rules of the subcommittee.**
-

**BRIEFING PAPER**  
**City of Spokane**  
**Plan Commission Workshop**  
**April 10, 2024**

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- Adding rules around communication of personal views, including guidance about references to Plan Commission membership in personal advocacy
- Requiring the use of City-issued email for Plan Commission activity, consistent with adopted City policy, **including a clarification that City email should be used for official City business (not just limited to Plan Commission business).**

**Action**

There have been several rounds of discussion. It staff's view that the rules are ready for approval as written. They can be adopted by motion of the Commission during the workshop or the Commission can continue to work with staff to refine if needed.

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# CITY OF SPOKANE PLAN COMMISSION

## RULES OF PROCEDURE

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# **CITY OF SPOKANE PLAN COMMISSION**

## **RULES OF PROCEDURE**

### **RULE 1 – GENERAL PRINCIPLES**

#### **Rule 1.1 PURPOSE**

It is the purpose of the City of Spokane Plan Commission in adopting these rules to provide a method for the conduct of its affairs. It is not intended that these rules confer upon any person who is not a member of the Commission any right to a particular procedure or affect the validity or legality of any Commission action.

#### **Rule 1.2 DUTY OF MUTUAL RESPECT**

It is the constant duty of each Commission member to maintain respect for each other, the City staff and the public. Likewise, the Commission shall require corresponding respectful behavior from all persons who attend a meeting or hearing.

#### **Rule 1.3 ROBERT’S RULES OF ORDER**

Matters of procedure not otherwise provided for herein shall, insofar as practical, be determined by reference to Robert’s Rules of Order, Newly Revised.

#### **Rule 1.4 SUSPENSIONS OR AMENDMENT**

These rules, or any of them, may be temporarily suspended or amended by a majority of the Plan Commission vote at any regular meeting.

### **RULE 2 – MEETINGS**

#### **Rule 2.1 REGULAR MEETINGS**

2.1.1 The Plan Commission holds regular meetings bi-monthly at 2 p.m. on the second and fourth Wednesday of each month, unless otherwise advertised. Meetings are held at City Hall. The place, date and hour of regular meetings may be changed by a majority vote of the Commission members, and may be changed by order of the President when expedient.

2.1.2 A regular meeting may be cancelled or rescheduled by the Commission at a prior meeting, or by the President, or by the Planning Director at any time, if no public hearings have been scheduled and advertised by notice.

2.1.3 Plan Commission meetings are open to the public in accordance with the requirements of Chapter 42.30 RCW (Open Meetings Act).

## **Rule 2.2 QUORUM**

2.2.1 A quorum is a majority of the current membership of the Plan Commission and in no case shall a quorum be less than five. An abstention does not change or affect the count of Commission members present for a quorum; however, a disqualified member shall not be counted in determining whether a quorum exists.

2.2.2 In case there is no quorum present on a date set for a regular, continued or special meeting, the Commission members present or the Secretary may adjourn the meeting until a quorum can be obtained or may adjourn to their next regular meeting. Before such adjournment, to accommodate the public in attendance, said Commission members present may, as a committee, hear testimony on matters advertised for public hearing and cause the same to be recorded in the minutes to be considered by a quorum of the Commission at the meeting date to which the hearing shall be continued. Agenda items other than hearings may be considered and advisory direction given, subject to ratification by the Commission at its next regular meeting when a quorum is present.

2.2.3 Plan Commission members are encouraged but not required to attend meetings in person. Commission members may participate virtually in all or part of a Plan Commission meeting if: (a) all persons participating in the meeting are able to hear each other at the same time, such as by the use of speaker phone; and (b) the member participating virtually shall have reviewed all of the applicable material and participated in the relevant portion of the meeting related to the topic to which the member is voting on.

## **Rule 2.3 GENERAL ORDER OF BUSINESS FOR REGULAR MEETINGS**

2.3.1 Briefing. A regular meeting may include a briefing session for purposes of the following:

- a. President's Report
- b. Committee Reports
- c. Liaison Reports
- d. Secretary's Report
- e. Commission business;
- f. Approval of old minutes; and
- g. Review current agenda.

2.3.2 Open Forum. An allotment of meeting time, not to exceed thirty (30) minutes, will be devoted to public comment by citizens on matters not on the current or



advance agenda. If no one has signed up to speak at the open forum session, it will be dispensed with.

2.3.3 Adjourned Meetings. Any meeting may be adjourned by majority vote or declaration by the President, to a specific place and time. Unless otherwise specified in the motion, the meeting will be adjourned to the place and time of the next regular meeting. In the event any meeting is adjourned, all matters on the agenda not disposed of, or deferred to a specific meeting date, shall be continued to the next regular meeting.

2.3.4 Workshops. 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. Members of the public may be invited to speak by the President when appropriate. When a member of the public is invited to speak on an item related to a private application, all known parties with an interest in the application shall be notified.

2.3.5 Special Meetings. Special meetings may be called, cancelled or rescheduled by the President whenever he/she deems necessary, or in his/her absence by the Vice-President, and shall be called by the President whenever four Commission members shall request it. The place, date, and hour of special meetings shall be set by the President. The Commission shall take no final action on matters not included in the notice of special meetings. Any measure adopted by a majority vote at a special meeting shall have the same effect as if adopted at a regular meeting.

2.3.6 Collaborative Meetings. The Plan Commission shall request to meet with the City Council for collaborative meetings on a semi-annual basis. Collaborative meetings are open to the public and require public notice.

2.3.7 Field Trips. The Plan Commission may conduct field trips in order to make more fully informed recommendations. The Secretary shall prepare a tentative agenda and release notices prior to the trip. Interested persons may follow along and observe field trips when practical. The Commission does not discuss the merits of public hearing items with citizens during field trips. No Commission action is taken on any item requiring public hearing or testimony during field trips. Commission members are encouraged to attend field trips as part of their meeting responsibility although no quorum is required to proceed. Minutes need not be taken of field trips. The President may order a record of some discussion be entered in the minutes of the meeting with which the field trip corresponds.

## **RULE 3 – AGENDA**

### **Rule 3.1 FUNCTIONS OF AGENDA**

The agenda serves to introduce items to the Commission, to establish the order of business and to give notice to the public. The notice of special meetings is the agenda for such meetings.

### **Rule 3.2 PREPARATION OF AGENDA**

The agenda for all meetings of the Commission shall be prepared by the Secretary in the format prescribed by, and in coordination with, the President.

### **Rule 3.3 AGENDA APPROVAL**

The final agenda is approved by the Plan Commission at the beginning of the meeting. For good cause, an item not on the notice of tentative agenda may be added to the final agenda by the President or Secretary if not vetoed by majority vote of the members present. No final action can be taken on an item added to the agenda until required notice has been met.

## **RULE 4 – TIME AND NOTICE**

### **Rule 4.1 NOTICE BY AGENDA**

Unless a law requires particular notice of a particular item, and except as provided below, the agenda is the only required notice. A copy of the agenda is emailed out the week before Plan Commission meetings to Commission members and other interested parties.

### **Rule 4.2 SPECIAL MEETINGS**

Notice of every special meeting shall be given in writing to every Commission member, to the liaison(s), and to the City Attorney, and to all local news media representatives who have on file with the Secretary a request for such notices. The notice shall be delivered by email, personally, by mail, by facsimile or otherwise, so as to be received at least 24 hours before the meeting. The notice shall state the place and time of the meeting and the business to be conducted. The notice shall be posted on the City of Spokane's website, and shall also be prominently displayed at the main entrance of the Commission's principal meeting location, or the meeting site if not held at the Commission's principal meeting location. The Commission shall not make final disposition of any matter not included in the notice.

### **Rule 4.3 SPECIAL NOTICE**

Notices of all meetings, whether regular or special, shall comply with the Spokane Municipal Code and applicable Washington State laws, including, but not necessarily limited to Chapter 36.70 RCW (Planning Enabling Act), Chapter 36.70A RCW (Growth Management Act), Chapter 43.21C RCW (State Environmental Policy Act), Chapter 58.17 RCW (Plats-Subdivisions-Dedications) and 42.30 RCW (Open Meetings Act).

## **RULE 5 – CONDUCT OF MEETINGS**

### **Rule 5.1 THE CHAIR**

5.1.1 The Commission President, or in his or her absence or incapacity the Vice-President, shall preside over meetings of the Commission and cause the business of the Commission to be transacted in accordance with these rules. The President should be mindful that the meeting is being recorded and shall be responsible for informing speakers that their remarks are to be recorded. The President may yield the Chair to a member of the Commission's choice to conduct a portion of a meeting.

5.1.2 The Chair shall determine all questions of procedure, subject to appeal, but shall liberally grant leave to the Planning Director, or a designated representative of the Planning Director, or City Attorney, to speak to the question. A ruling of the Chair can be appealed before the ruling is acted on by announcing an appeal and by a second. The Chair shall then state the question in terms of upholding the ruling and may state his or her reasons for the ruling. Then the member appealing has the floor to open debate on the appeal.

5.1.3 The Chair may make or second any motion, and may present and discuss any matter as a member of the Commission, and shall be entitled to vote on all matters.

### **Rule 5.2 ORDER OF BUSINESS**

5.2.1 General Order of Business. See Rule 2.3.1 above.

5.2.2 Agenda. Items shall be acted upon in the order in which they appear on the agenda, provided items may be taken out of order, combined, or separated by majority vote of the Commission or by declaration of the Chair.

5.2.3 Executive Session. The business of an executive session is determined case by case within the restrictions of Chapter 42.30 RCW, known as the Open Public Meetings Act.

### **5.3 SPEAKING DURING COMMISSION MEETINGS**

5.3.1 No one may speak without first being recognized for that purpose by the

President.

5.3.2 Each member of the public speaking at a public hearing shall print his or her name and address on the sheet provided, and verbally identify him/herself by name, address and, if appropriate, representative capacity.

5.3.3 A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.

5.3.4 Each speaker shall follow all instructions from the President so that his/her remarks may be heard, understood and recorded.

5.3.5 In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, no modes of expression not provided by these rules, such as demonstrations, banners, applause and the like will be permitted. In the event such disorders persist, the President may require the removal of the instigator(s), recess or adjourn the meeting.

5.3.6 Following an assessment by the President of factors such as complexity of issue, apparent number of people indicating a wish to testify, and the quantity of business on the agenda, the President shall, in the absence of objection by the majority of the Commission present, impose reasonable time limits for staff reports and designate representatives of proponents and opponents and impose reasonable procedural time limitations for the same. Any other person who wishes to speak for either side, shall be granted not less than three (3) minutes each.

5.3.7 In the event there appears to be more than two groups wishing to advocate distinct, different positions on a specific issue, the President may grant the same procedural and time allowances to each group or groups.

## **RULE 6 - HEARINGS**

### **Rule 6.1 IN GENERAL**

6.1.1 Hearings shall ordinarily be by motion of the Commission. Hearings may be scheduled by the Secretary if approved in writing by the President.

6.1.2 Where specific provision is made by statute, ordinance, or Commission order for time and manner of giving notice of hearing, the department processing the hearing item shall be responsible for securing a hearing date from the Secretary, sending required notices and reporting said notice at the Commission's hearing.

6.1.3 If a hearing is continued to a specified date, time, and place, no further notice



of the continued hearing is required. If continued indefinitely and without a specified date, notice of the continued hearing date, when set, shall be sent to the parties of record at the prior hearing and to the parties who have requested notice.

6.1.4 Notice of the meeting at which the Commission is to set a date of hearing need not be given. An interested party may speak to the matter of setting a hearing date either in person at the meeting or by filing a letter with the Secretary prior to the meeting. Comments must be confined solely to the setting of the date.

6.1.5 A motion on a hearing item is made after the close of testimony and Commission discussion. If the motion is to continue the hearing or action to a later date, the interested parties present shall be given opportunity to speak to the matter of the continued date. Motions to continue shall clearly state whether continued with or without further public testimony, otherwise a continuation of a hearing shall be interpreted as reopening public testimony on the matter.

## **Rule 6.2 CONDUCTING A HEARING**

6.2.1 The President opens the public hearing, reviews the agenda, and explains the process.

6.2.2 The Secretary or staff describes the matter under consideration. The staff answers any questions the Commission may have.

6.2.3 The President invites proponents, opponents and the public to offer testimony and evidence on the pending matter. The Commission may ask questions of any person at conclusion of their testimony but shall refrain from debating with the public or each other while testimony is being taken.

6.2.4 Following an assessment by the President of factors such as complexity of issue, apparent number of people indicating a wish to testify, and the quantity of business on the agenda, the President shall, in the absence of objection by the majority of the Commission present, (a) impose reasonable time limits for staff reports and (b) designate representatives of proponents and opponents and impose reasonable procedural time limitations for the same. Any other person, who wishes to speak for either side, shall be granted not less than three (3) minutes each.

## **Rule 6.3 COMMENTS**

6.3.1 All public comments to the Plan Commission shall be directed to the Secretary to be appropriately entered into the public record.

6.3.2 The Plan Commission shall accept comments as part of the public hearing up to the date and time of the public hearing.

6.3.3 Comments should be dated, signed and contain correspondents printed name and address.

6.3.4 If a Commission member personally receives written comments (including email) or information from a citizen or group regarding an upcoming agenda item, they shall immediately email, mail, fax or in some other manner deliver that item, or a complete copy thereof, to the Secretary for inclusion into the record of public testimony.

6.3.5 At the conclusion of a public hearing the Plan Commission may pass a motion to keep the record open for public comment until a specified date and time.

#### **Rule 6.4 REASONS FOR DECISION**

6.4.1 As a matter of policy, the Commission shall endeavor to have explanations of reasons occur during the discussions or debate prior to voting. When the matter is one for which a report has been made containing an explanation of reasons for recommended action, or when the motion includes a statement of reasons, it will be presumed that those members voting to recommend approval of matters set forth in the report or for the motion agree with and adopt the stated reasons in the absence of further explanation. When the motion is to recommend adoption of a formal written resolution or ordinance, the motion includes any statement of findings, policy, and reasons embodied within the document unless the document is amended.

6.4.2 It shall be the obligation of every Commission member participating in a hearing to be familiar with the facts in order to reach an informed, independent judgment. When a member discussing or voting on a matter was not present at the hearing, that member will have become familiarized with the report and record using the Secretary's minutes of the hearing.

#### **Rule 6.5 WRITTEN DECISION**

6.5.1 At the conclusion of a meeting or hearing where the Commission has voted upon a recommendation to the City Council, the Commission shall authorize the President to prepare and sign on the Commission's behalf a written decision that shall set forth the Commission's findings, conclusions and recommendations on the matter. Any dissenting Commission member may prepare a dissenting decision individually or together with other dissenting Commission members. The Planning Director shall assist in the preparation of the Commission's written decision.

6.5.2 The Secretary shall distribute copies of the written decision together with any dissenting decisions to the City Council, Commission members and interested parties.

## **RULE 7 - VOTING**

7.1 All members (including the President) are voting members. Voting shall be by ayes and nays and is called for by the President. The President shall declare whether the motion carried or failed and what the vote count was. Any Commission member may explain the reasons for his/her vote as a matter of privilege. Minutes shall record the number of members for and against and the names of any members abstaining.

7.2 The Secretary records the specific wording of the motion in the minutes as it was proposed before the vote.

7.3 The Commission shall endeavor to give explanations of their reasons for support and non-support of an action during their discussion of the item or as part of the motion thereon.

7.4 As a courtesy to staff and other Commission members, potential amendments to a proposal should be provided in writing to the Secretary at least four hours prior to a hearing. The Secretary shall distribute proposed amendment language so received to all members of the Plan Commission prior to the start of the hearing.

## **RULE 8 – COMMISSION OFFICERS, COMMITTEES, and LIAISONS**

### **Rule 8.1 ELECTION OF OFFICERS**

8.1.1 At the first regular meeting in January of each odd numbered year, the Commission shall elect a President and Vice-President.

8.1.2 The President and Vice-President shall hold their respective offices for a two-year term and until their successors are elected and qualified.

8.1.3 Nominations shall be made in writing to the Commission clerk, and circulated to all Commission members, prior to election meeting. The candidate receiving a majority vote of a quorum of the Commission shall be declared elected.

### **Rule 8.2 DUTIES OF THE PRESIDENT**

The duties and powers of the President include the following:

- A. To chair meetings.
- B. To see that the purpose and functions of the Commission are progressively achieved in an objective, efficient and expeditious manner.

- C. To preserve order and decorum and enforce the rules and regulations of the Commission, including adjournment of any meeting where, in his/her judgment, the order is such as to prevent a proper consideration of business.
- D. To present to the Commission such matters as, in his/her judgment, require attention.
- E. To call special meetings and briefings and to announce executive session of the Commission.
- F. To prescribe and change the order of business. Prior to the time of the meeting, to approve, change, cancel or reschedule to another meeting, the hearings and business to be transacted at regular and special meetings of the Commission, provided the notice of business prepared by the Secretary shall be deemed approved by the President unless the President specifically orders otherwise.
- G. To set the place, date and time of special meetings.
- H. To change the place, date or time of a regular meeting where circumstances prevent or render impractical the regular schedule.
- I. To prepare and sign all official recommendations or documents on behalf of the Commission in accordance with and to report and explain the Commission's findings to the City Council. To represent the Commission in correspondence, meetings and news releases.
- J. To direct the yeas and nays to be taken in vote and entered on the record on any request before the Commission and to vote on all matters.
- K. To establish committees and designate committee members.
- L. To appoint a representative to represent the Plan Commission whenever appropriate.
- M. To delegate to the Vice-President and Secretary such portions of the President's responsibilities and authorities as deemed prudent.
- N. To rule on procedure where no direct rule has been adopted by the Commission. In doing so, the President shall be guided, when possible, by *Robert's Rule of Order, Newly Revised*.
- O. To notify the Mayor of any vacancy or pending vacancy on the Commission and consult with the Mayor on appointments of members to the Commission.

### **Rule 8.3 DUTIES OF THE VICE PRESIDENT**



The Vice President shall act in the absence of the President. All the duties of the office of the President shall be assigned to the Vice-President.

#### **RULE 8.4 DUTIES OF THE SECRETARY**

The Planning Director or a designee serves as secretary to the Commission. The duties of the Secretary shall be as follows:

- A. To perform the duties required by law and these rules, and all duties properly devolving upon such officer or as may be assigned by the President or Commission.
- B. To attend all meetings of the Commission and meetings of its committees when required.
- C. To act as the professional advisor to the Commission on all Planning matters and functions of the Commission, and participate in discussion of actions and motions before the Commission.
- D. Assure that the Comprehensive Plan and reports bearing the Commission's name are prepared in accordance with Commission policy.
- E. Direct staff to provide technical and administrative assistance to the Commission.
- F. To keep a true and accurate record in substance of the proceedings of the Commission, and to have charge and be custodian of all Commission books, documents, records, minutes and papers.
- G. To handle correspondence of the Commission, including responses to inquiries, providing notices of meetings and reporting findings of the Commission.
- H. To assist the President in any duties that she/he require and to act for the President when the President and Vice-President are absent or unavailable.
- I. To prepare agenda, schedule business and distribute notices, as required by state law.

#### **Rule 8.5 COMMITTEES**

8.5.1 The President has the authority to create temporary committees of one or more members and to appoint members to such committees and appoint committee chairs, which may be charged with such duties as examination, investigation and inquiry into one or more subjects of interest to the Commission.

8.5.2 The Commission may assign one or more persons to sit with and participate in the proceedings of any committee of the Commission as deemed appropriate, to provide a specific expertise or viewpoint. The person will not be considered a member of the Commission and will have no authority to vote.

8.5.3 Committees should analyze issues, receive briefings, and formulate motions and/or recommendations for the full Commission to consider. Final decisions are made by the Commission.

8.5.4 No temporary committee shall have the power to bind the Commission to the endorsement of any Plan or program.

#### **Rule 8.6 LIAISONS**

8.6.1 Liaisons provide regular reports to the Commission and share information about Plan Commission business with their respective bodies.

8.6.2 Liaisons may participate in workshop discussion and in deliberations. Per SMC 04.12.040(C) liaisons do not vote or make motions.

8.6.3 Liaisons may participate in subcommittees of the Plan Commission as full voting members, subject to the subcommittee rules.

#### **Rule 8.7 REMOVAL**

If any member of the Commission shall be absent from Commission meetings for three (3) consecutive meetings or six (6) regularly scheduled meetings in any twelve-month period without adequate cause (of which the President shall be the judge), the President shall discuss these absences with the member. If the circumstances are expected to continue unimproved, the President shall report the matter to the Mayor in order that the Mayor may, if he or she so desires, declare said office vacant and nominate a successor for appointment by the City Council. Cause for the President to excuse any absence includes sickness, personal emergency or temporary and unavoidable conflict of employment. To have any absence excused, the member shall request an excuse of the President before or as soon as possible after the absence. The President shall report the excused absence to the Secretary.

### **RULE 9 - RECORDS, PUBLICATIONS AND REPORTS**

9.1 The Secretary shall take and prepare official minutes of the meetings

containing the actions of the Commission and a substantive account of the proceedings. A record of the Commission members present and absent shall be entered in the minutes of the meeting. Minutes shall be approved by the Commission, signed by the Secretary and placed on public record on the City website.

9.2 Any documents, maps, charts or other material presented to the Plan Commission along with Plan Commission briefing packets shall be stored in the office of the Secretary and are public record.

9.3 Meeting of the Plan Commission shall be recorded and made public record. Recordings will not normally be transcribed, except by request of the City Council, President of the Commission, the City Attorney or Secretary.

## **RULE 10 - CODE OF CONDUCT**

10.1 It is the constant duty of each Commission member to maintain respect for each other, the staff and the public. Likewise, the Commission shall require corresponding respectful behavior from all persons who attend a meeting.

10.2 It shall be the obligation of every Commission member forming Plan Commission recommendations to be familiar with the facts in order to reach an informed and independent judgment. To discuss or vote on a matter heard at a meeting from which a member was absent, said member shall have familiarized himself with the subject matter, using the file of record of the Secretary's minutes or the recordings of relevant workshops and hearings. Such familiarization shall be confined to the official files and referenced documents.

### **10.3 General Communications**

10.3.1 Except at public meetings of the Commission, its members do not discuss specific cases scheduled or likely to come before the Commission with applicants, their representatives, proponents or opponents, or other public with direct interest. Questions of fact or clarification concerning these cases prior to hearing are normally to be addressed to the Secretary's office rather than to Commission members.

10.3.2 While any member has a right to express personal views and opinions pursuant to our Constitutional guarantees of freedom of speech, statements purporting to represent the view or pronouncements of the Commission or committees thereof shall not be made in advance of the Commission's final determination of the matter, except as directed or authorized by a majority of the entire Commission at any special or regular meeting or public hearing. The Commission shall appoint one of its members to issue such statements as the

Commission deems necessary. This shall not prejudice the right of any dissenting members to express their minority position.

10.3.3 Commission members may speak as an individual member – reflect and inform about Commission positions and activities and on their own position - as long as it is clear whether such position is or is not a Commission position and clearly specifying they are speaking as an individual, or as an individual Plan Commissioner articulating their own views and concerns.

10.3.4 When expressing personal views, Commission members do not include a reference to their Commission membership on letterhead, in a signature line, or in another way that could be construed as representing the Commission as a whole.

10.3.5 Pursuant to City administrative policy 5600-17-06, the City issues email accounts for purposes of conducting Commission business. Members limit usage of City-issued email to communications on official City business and do not use their City-issued email account to express personal views. Members use City-issued email and refrain from using personal email for all Commission business in order to ensure preservation of communications for compliance with the Public Records Act. Members who use personal email for Commission business risk subjecting their personal email to disclosure.

#### 10.4 Ex Parte Communication

10.4.1 The Plan Commission desires to conduct all proceedings fairly, to create a record that includes all of the evidence upon which recommendations and decisions were made, and to prevent the appearance of undue influence on its recommendations and decisions. To this end, Plan Commission members who experience ex-parte communication are encouraged to disclose the details of the communication at the Commission meeting after the introduction of the item related to the ex-parte communication.

10.4.2 Plan Commission members may attend meetings held by applicants with adjacent property owners, however only in the capacity of an observer. If a Plan Commission member does decide to take part in discussions at said meeting, he/she shall disclose the nature of their participation to the Plan Commission prior to participating in a hearing or deliberations on a request.

10.5 Each Commission member decides which invitations to public and private functions can appropriately be accepted as a member of the Commission. A member must differentiate whether a stated action or comment is solely the member's or represents the official position of the Commission.



10.6 Commission members do not engage in any profitable employment or in any personal business transaction in which the fact of membership on the Commission or any knowledge of its actions unique to membership would be a qualification for such employment or a significant reason for the personal business transaction. Commission members are not to benefit in any financial way due to their Commission participation or confidential knowledge.

10.7 Commission members do not accept gifts from applicants, their representative, or other persons and institutions concerned with matters which have been or might come before the Commission. Well intended acceptance of such gifts could lead to misconceptions by prospective donors or the public.

10.8 Members of the Plan Commission shall fully comply with Chapter 42.23 RCW (Code of Ethics for Municipal Officers), Chapter 42.36 (Appearance of Fairness) (to the extent applicable to Commission business) and such other rules and regulations as may be adopted by the City Council (SMC [Chapter 01.04](#) Code of Ethics) regulating the conduct of any person holding appointive office within the City.

10.9 When a Commission member concludes a matter before the Commission involves a conflict of interest on the commissioner's part he/she should request permission to step down before the matter is heard, which request shall be granted by the President and recorded by the Secretary. Where the President considers a conflict of interest to exist, before the matter is heard, a Commission member may be asked to request disqualification. If the Commission member declines, the President will request that the member confer with legal counsel from the city legal staff. If further action is still needed, this matter may be decided by a majority vote of the members, other than said Commission member. In cases where no conflict of interest exists, a Commission member may occasionally choose to abstain from voting in accordance with the member's best judgment.

10.10 A Commission member shall disqualify him(her)self from participating in a hearing whenever bias, interest or other influences will prevent or appear to prevent him or her from exercising fair-minded, independent judgment on the facts and established policy. Disqualifying influences include prejudgment of the issues that cannot be swayed by the facts in evidence, a partiality or personal bias for or against a party, and a personal pecuniary interest in the subject matter. Examples of disqualifying bias include a close personal, family or business relationship with a party, ownership of property the value of which might be affected by the decision, and a business or personal financial situation that might be affected by the decision.

10.11 Should a Commission member be aware of circumstances which might appear to disqualify him or her, he or she can either disqualify him(her)self or explain the circumstances before the hearing and let the rest of the Commission, by majority vote, decide whether he or she participate. Should the Commission be aware of circumstances which might appear to disqualify a member, the Commission, may, by majority vote,

disqualify the member.

10.12 It is in the public interest that, to the greatest extent possible, all members of the Commission should have an opportunity to be aware of and act upon the information that is available to other members. Therefore, all members are encouraged to place upon the record of the Plan Commission the substance of all ex-parte contacts that have occurred during the time that a legislative matter has been introduced and is still before the Plan Commission for a decision.

10.13 Except for submitting a written dissenting opinion as provided under these rules of procedure, no Commission member shall work for the frustration or the overturn of any decision made by a majority of the Commission outside the framework of the Commission.

10.14 Except for submitting a written dissenting opinion as provided under these rules of procedure, no Commission member shall lobby City Council members for votes or actions that undermine the decisions of the Plan Commission.

## **RULE 11 – WORK PROGRAM**

11.1 Commission work programs should be established consistent with the following:

11.1.1 City Charter Sections 126, 127, and 128, and Spokane Municipal Code Section 4.12.010, as amended from time to time by the Council, including such Commission initiatives as are authorized thereunder;

11.1.2 Such functions as are conferred or requested by the City Council by ordinance or resolution;

11.1.3 Such requests as are made by the Mayor;

11.1.4 Legislative mandates;

11.1.5 City Department work programs; and

11.1.6 Other agency work programs.

11.2 Commission work programs should be established on a 12-month basis and should anticipate when the Commission will be taking an action. Work programs should indicate the amount of staff time allocated to each task. A minimal amount of time will be reserved on the work program to respond to crisis issues, subject to the Commission's obligations under the Charter and Municipal Code.

11.3 The Commission should hold an annual retreat to orient new members, evaluate the Commission's performance, and adopt the next 12-month work program.

The above Rules of Procedure are hereby declared adopted at the meeting of this Commission held this [insert date here], and all previous Commission By-Laws, Rules of Procedure and Regulations in conflict herewith are hereby deemed void and repealed.

SPOKANE CITY PLAN COMMISSION

By: \_\_\_\_\_  
President

Attest:

Approved as to form:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Assistant City Attorney

