Plan Commission Agenda

Regular Meeting
Wednesday, October 28, 2026
2:00 PM
Hybrid - Council Briefing Center / Microsoft Teams
808 W Spokane Falls Blvd, Spokane, WA 99201
Virtual Meeting Link - See page two for Information

TIMES GIVEN BELOW ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Briefing Session – 2:00-2:20

1. Roll Call – Staff
2. Public Comment Period – Citizens are invited to address the Plan Commission on any topic not on the agenda.
3. Approve 10/14/2026 meeting minutes – All
4. City Council Liaison Report – CM Kitty Klitzke
5. Community Assembly Liaison Report – Linda Carroll
6. President Report – Jesse Bank
7. Secretary Report – Spencer Gardner
8. Transportation Commission Liaison Report – Ryan Patterson
9. Approval of current agenda – All

Workshops: (All times below are approximate)

1. 2:20 – 2:40 ReFIVE Plan Update – Draft Plan Engagement (Maren Murphy)
2. 2:40 – 2:50 Review of Final EIS Summary, PlanSpokane 2046 (Tirrell Black)
3. 2:50 – 3:00 Review of Plan Commission Rules, Hearing Procedures (Spencer Gardner)
4. 3:00 – 3:45 Review of PlanSpokane 2046 Website, Chapter Drafts (KayCee Downey)

Adjournment: The next scheduled PC meeting will be a special meeting on Wednesday, November 4, 2026.

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

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Plan Commission Teams Meeting Information

Wednesday, October 28, 2026

The PC meeting 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 Need help?

Join the meeting now

Meeting ID: 224 747 524 410

Passcode: 697m6DR7

Join on a video conferencing device

Tenant key: cityofspokane@m.webex.com

Video ID: 112 253 098 1

More info

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. Written public comments will be accepted on these items up to one hour prior to the start of the meeting.

The audio proceedings of the PC meetings will be recorded and are available online.

Plan Commission – Meeting Minutes Draft

Wednesday, October 14, 2026
Hybrid Meeting in City Council Briefing Center & Microsoft Teams
Meeting called to order at 2:01 PM by President Bank

Public Comment: Citizens are invited to address the Plan Commission on any topic not on the agenda. Three minutes each.

- *None*

Attendance for Plan Commission Workshop:

- Commission Members Present: Jesse Bank, Ryan Patterson, Amber Lenhart, Lauren Pangborn, David Rasanen, Tyler Tamoush, Tim Williams, Jill Yotz
- Commission Members Not Present: Kyle Madsen
- Non-Voting Members Present: Community Assembly Liaison Linda Carroll, City Council Liaison Kitty Klitzke
- Non-Voting Members Not Present: None
- *Quorum Present*: Yes
- Staff Members Present: Spencer Gardner, Emily King, Tim Thompson, Brandon Whitmarsh, Maren Murphy, Della Mutungi, Jacob Miller, Ryan Roller, Tyler Kimbrell, Hollis Staal, Jackie Johnsen

Minutes: Minutes from 9/23/2026 approved unanimously.

Briefing Session:

- **Community Assembly Liaison Report** – Linda Carroll
  - During the October 1st Community Assembly meeting, Linda reminded everyone that the deadline for comments on the Comprehensive Plan and FLUM were due the next day, October 2nd, by 5pm.
- **President Report** – Jesse Bank
  - President Bank reminded everyone to please continue to engage with your community on the Comprehensive Plan so we can make sure everyone's voices are heard.
- **Secretary Report** – Spencer Gardner
  - We have received some applications for the remaining open seat on the commission. We are looking for volunteers to join the interview panel. Jesse Bank, David Rasanen, and Tyler Tamoush volunteered.
  - There is a Design Review project that will need a subcommittee meeting. President Bank and Vice-President Patterson had previously indicated interest. Commissioner Pangborn also volunteered. The meeting will likely take place in early December.
  - November 9th is expected to be the hearing date for Comprehensive Plan, with November 16th as an extra date in case of continuation. Those are both Mondays and we are scheduled to be in City Council Chambers.
  - We do have business that needs to go forward in November. We don't want to meet the week of Thanksgiving or in-between hearing dates. We had penciled in the 18th for a special meeting; the other option is the first week of November. November 4th was preferred.
- **Transportation Commission Liaison Report –** Ryan Patterson
  - There has not been a Transportation Commission meeting yet, the meeting is tomorrow.

Current Agenda: The current agenda was approved.

Informational, Discussion and/or Action Items:

- BUILDSpokane Update
  - Presentation provided by: Tim Thompson
  - Questions asked and answered.
  - Discussion ensued.

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- Final PC FLUM Discussion
  - Presentation provided by: Brandon Whitmarsh
  - Questions asked and answered.
  - Discussion ensued.

- PlanSpokane Chapter Review
  - Presentation provided by: Brandon Whitmarsh
  - Questions asked and answered.
  - Discussion ensued.

  Motion: *I [Jill Yotz] move to recommend the Plan Commission hold a hearing on the Comprehensive Plan*. Seconded by Commissioner Williams. Motion passes unanimously.

- ReFIVE Plan Update – Draft Plan Engagement
  - Presentation provided by: Maren Murphy
  - Questions asked and answered.
  - Discussion ensued.

Workshop adjourned at 3:46 PM.

Hybrid Meeting in Council Briefing Center & Microsoft Teams
Plan Commission Hearing called to order at 4:01 PM by President Bank

Attendance for Plan Commission Hearing:

- Commission Members Present: Jesse Bank, Ryan Patterson, Amber Lenhart, Lauren Pangborn, David Rasanen, Tyler Tamoush
- Commission Members Not Present: Kyle Madsen, Tim Williams, Jill Yotz
- Non-Voting Members Present: Community Assembly Liaison Linda Carroll
- Non-Voting Members Not Present: City Council Liaison Kitty Klitzke
- *Quorum Present*: Yes
- Staff Members Present: Spencer Gardner, Emily King, Tim Thompson, Della Mutungi, Jacob Miller

Hearing Items:

- 6-Year CIP Hearing
  - Presentation provided by: Della Mutungi and Jacob Miller
  - Public Testimony provided by:
    - None
  - Questions asked and answered.
  - Discussion ensued.

  Motion: *I [Commissioner Rasanen] move to recommend the Plan Commission approve the 2027-2032 Capital Improvement Program as an appendix to the Comprehensive Plan.* Seconded by Commissioner Tamoush.
  Motion passes, 6 to 0 to 0.

Meeting Adjourned at 4:09 PM.

The next regularly scheduled Plan Commission Meeting is on Wednesday, October 28, 2026.

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BRIEFING PAPER: ReFIVE Plan Engagement Update

City of Spokane
Plan Commission
10/14/2026

Subject:
The Draft ReFIVE Community Plan was released in May through August 2026 for public feedback and input, after nearly a year and a half of community engagement, partnerships and coordination. The draft plan focuses on what identity, connectivity, livability, stability and wealth mean for the 5th Avenue community today and in the future. In addition to goals and strategies, the draft plan will present a vision map and concepts to help illustrate what a reimagined 5th Avenue can look and feel like.

Planning staff gathered community feedback over numerous events throughout the summer, in addition to an online survey. This feedback will inform the final recommended plan. Key feedback themes include:

- Greening the neighborhood with more trees, shaded areas with seating and landscaping.
- Supporting current and future homeownership with funds for home repairs and down payment assistance.
- Excitement for moderate intensity mixed use development.
- Investments in safer transportation and walkability infrastructure.
- More destinations like restaurants and coffee shops.
- Desire for more art, murals, and expressions of culture and identity.

View project materials at: https://my.spokanecity.org/projects/fifth-avenue-plan/.

Background:
In 2025, the City embarked on the planning process to create the 5th Avenue Community Plan, reflecting the vision and desires of the community with priorities and action steps. The 5th Avenue Community Plan will establish a community-led framework of goals and policies for future land use, economic growth, connectivity, and quality of life improvements for the 5th Avenue community in the East Central neighborhood.

Relationship to Plans/Actions:
City Council passed Ordinance C36163 in December 2021 appropriating $1 million of the ARPA funds solely for subarea planning to increase housing along transportation corridors in economically disadvantaged areas in Spokane. City Council passed Resolution 2024-0098 to initiate subarea planning for the 5th Avenue Community Plan.

Timeline/ Further Action:
The Final ReFIVE Community Plan is scheduled for a Plan Commission workshop in November 2026, with a public hearing in December 2026. Final City Council adoption will happen in early 2027.

For further information contact: Maren Murphy, mmurphy@spokanecity.org, 509-625-6737

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REFIVE DRAFT PLAN ENGAGEMENT SUMMARY

October 6, 2026

ENGAGEMENT EVENTS & ACTIVITIES

The Public Draft ReFIVE Community Plan was released in May 2026. Between May and September 2026, community members were given the opportunity to review this content and share feedback with the project team. To facilitate and encourage engagement feedback, the Project Team attended numerous community events and promoted a community survey that summarized key components of the draft Plan. Diverse promotion methods and channels were used to support participation from as many community members as possible. Takeaways from this wave of community engagement will shape the final iteration of the ReFIVE Community Plan by adjusting some of the listed priorities, amending policy language, and adding action steps. Ultimately, however, community feedback was positive and affirming. **Draft Plan engagement confirmed that the vision presented in the ReFIVE Community Plan reflects community priorities for investment and care of this beloved 5th Avenue area.**

The overarching themes across engagement efforts are described below. More details on specific Engagement and Communication Activities are described in the next section.

Draft plan outreach and engagement methods conducted during the draft plan period and discussed in this summary include:

- Outreach and communication
- Presentations to boards and commissions
- Community tabling events
- Online discussion board and written comments
- Draft plan online survey

WHAT WE HEARD

Overarching Themes

Broad support for the themes and land use proposals in the Plan. Community survey respondents, engagement event participants, and digital map and discussion wall commenters express resounding support for the goals, strategies and implementation steps outlined in the Draft Plan and for the extent to which the community has been meaningfully engaged throughout the Plan's development. Engagement participants were diverse in age, race/ethnicity, housing tenure, and relationship to the 5th Avenue area. Responses express gratitude for investing in a historically overlooked neighborhood and for bringing long-awaited attention to this area.

- *"This makes me genuinely excited about the future of the 5th avenue neighborhood."* (Draft Plan Survey)
- *"I grew up on East 5th Ave. It was a thriving area at that time. I would like to see it thrive again."* (Draft Plan Survey)
- *"The connectivity chapter really made me excited about the future of that area."* (Draft Plan Survey)

Repair street grid, address community and environmental health and noise impacts, and restore vitality. Participants mentioned restoring the neighborhood's walkability and improving pedestrian infrastructure more than any other theme. Many community members describe lived experience or understanding of the ways the neighborhood has been impacted by freeway development and proximity. These sentiments underscore the community's desire for the Plan to carve intentional and explicit pathways to repair the fractured street grid, address health and safety, prioritize mitigation of noise, air, and visual quality impacts, and restore vitality to vacant lands.

- *"A lot of people don't realize how drastically the area changed after the freeway"* (Discussion Wall)
- *"Building a wall between I-90 and the neighborhood would show that the city cares about the quality of living here. There's a wall literally everywhere but this area..."* (Draft Plan Survey)
- *"I'd welcome any traffic calming, protected bike lanes and reduced street parking on 5th Avenue. I am curious about how the I-90/North South Corridor modifications will negatively impact houses on 4th. We already feel too close to the freeway and the maps make it look like the freeway is going to expand onto 3rd Avenue and the vacant land."* (Draft Plan Survey)
- *"Improving access to affordable, healthy, culturally relevant groceries is vital to [closing] the longevity gap between the 5th Ave community and Spokane at large."* (Draft Plan Survey)

Celebrating culture and community. There is widespread support for the Plan's neighborhood identity-enhancing efforts that are rooted in cultural representation and historical preservation. Community response supports showcasing the area's history and Black legacy and creating new traditions that reflect today's multicultural demographics, with a particular focus on art.

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- *"I am especially pleased to see the history and cultural characteristics of this neighborhood be central to this plan."* (Draft Plan Survey)
- *"Designating the area as a cultural district is a great idea, particularly if doing so will lead to honoring the area's Black history as well as its present diversity."* (Draft Plan Survey)
- *"Being an artist, POC, and resident of this East Central neighborhood, I love community and culture building through the arts--in any form--murals, sidewalk art, art near the buses and high traffic areas. This would definitely add to the identity of this neighborhood and bring positive connotation."* (Draft Plan Survey)

Anti-displacement emphasis and support for families with children. People widely share the desire for strategies and programs that prioritize the well-being of longstanding community members, including both residents and local businesses. There is a consistent set of comments focused on homeownership, affordability challenges, gentrification concerns, and the desire to grow thoughtfully with a family-friendly neighborhood feel. People want to preserve and maintain what is already in the area, and build upon existing assets at the commercial hub along 5th Avenue between S Haven St and S Greene St, adding more businesses and services to anchor the neighborhood. Social supports such as home repair funds, down payment assistance, and small business stabilization are popular elements of the Plan.

- *"Improvements should help people who already live and work in the area, especially families, renters, children, seniors, and lower-income households."* (Draft Plan Survey)
- *"Protect families from being priced out as the area improves"* (Draft Plan Survey)
- *"Please keep the needs of children, students, and families visible in the final plan."* (Draft Plan Survey)

Street safety and traffic calming. Many voiced support for the Plan's proposed strategies that center maintenance, street safety improvements, and practical infrastructure upgrades. Traffic calming is widely perceived as a critical need to help people feel comfortable moving within and around the 5th Avenue area. Improved and expanded crosswalks, sidewalk infrastructure, and continued investment in parks and public spaces are all well received and supported. Amenities such as Liberty Park (with pool, library, and disc golf course), Underhill Park (cricket pitch, sledding hill, playground), and Frances Scott Elementary's schoolyard are cherished contributions to community health.

- *"Walkability is vital to community culture and local engagement"* (Discussion Wall)
- *"If people can walk safely, find services nearby, and recognize the area as a welcoming place, the plan will feel successful."* (Draft Plan Survey)

Areas to Improve. Community members highlighted components of the Plan that did not sufficiently meet the community's needs and desires for the area. Many comments expressed the desire for initiatives to focus on preserving the spaces, resources, and communities that are already present in the area, first and foremost, and to center this priority more consistently throughout the Plan. Numerous

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community members also express concern that the Plan does not adequately recognize the use of Underhill Park as a cricket pitch, and ask for stronger acknowledgement of this community use in proposed park improvement strategies. Many also want to see more attention given to the issue of neighborhood cleanliness within the Plan.

Outreach and Communications

Information about the Plan and corresponding survey were amplified across numerous platforms and settings during the public comment period.

- **Social media** posts sharing the survey were posted monthly from May through August via Facebook, by City of Spokane, The Black Lens, Neighborhood Councils, and numerous resharing, as well as a constituent kit designed to be re-posted and included pre-made captions. The City of Spokane made seven social media posts regarding the draft plan and survey, including two by City Council President Betsy Wilkerson.
  - https://www.facebook.com/share/p/1EDpLEaZZG/
  - https://www.facebook.com/share/p/1Dt77P3yXz/
  - https://www.instagram.com/p/DZX_taDzfp_/?stkn=d29tczN3dGZwejVt
  - https://www.instagram.com/p/DaBDRzrgUeJ/?stkn=MXFnbmt6NWs4Yjh2dg==
  - https://www.facebook.com/share/p/19bz3z2Fu5/
  - https://www.facebook.com/share/p/1DECmXVna6/
  - https://www.facebook.com/share/p/19bz3z2Fu5/

  The Spokane Washington Marshallese United Church of Christ shared one social media post translated in Marshallese.
  - https://www.facebook.com/share/p/1CTkpamEDi/
- **Postcard mailers** were distributed in the 5th Avenue study area to ensure that those who live closest, own property, or have a business in the planning area were directly provided a survey link and opportunity to comment. Over 1,600 postcards were mailed out on July 7, 2026.
- **Email newsletters** led by City of Spokane provided project updates and shared upcoming opportunities to engage with the draft Plan virtually and in-person. Four newsletters were sent out on May 15, June 1, June 10, and July 14, 2026.
- **Spokane Public Schools outreach.** A flyer was distributed via Peachjar on June 8, 2026 to Frances Scott Elementary, Grant Elementary, and Franklin Elementary Schools to promote the survey, community workshop, and summer engagement events. This had 1,689 deliveries for 3,686 impressions and 313 views.
- **Update to the City of Spokane Draft Plan project webpage & blog post feature**, What's in the Draft ReFIVE Community Plan? May 29, 2026
  - https://my.spokanecity.org/news/stories/2026/05/29/whats-in-the-draft-refive-community-plan/

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- **City of Spokane Community Update, PlanSpokane, and City Council District 2 Newsletters.** Included six times in the Community Update Newsletter on June 23, June 30, July 7, July 14, July 21, and July 28, 2026. Included two times in the PlanSpokane Newsletter on June 4 and July 2, 2026. Included once in the District 2 Newsletter on June 18, 2026.
- **The Black Lens** article, *Reimagining East Central: Honoring the past while building the future*, by Council President Betsy Wilkerson, describes the community's vision for the 5th Avenue area and the work underway with the ReFIVE Community Plan. Published June 7, 2026 with a social media post shared on June 9, 2026
  - https://www.blacklensnews.com/stories/2026/jun/07/reimagining-east-central-honoring-the-past-while-b/
  - https://www.facebook.com/share/p/1EDpLEaZZG/
- **News Coverage**. The Draft ReFIVE Plan received news coverage through June and July, including the following features:
  - KXLY.com: Community input sought for revitalization of Fifth Avenue area (June 11, 2026)
    - https://www.kxly.com/video/spokanes-east-central-neighborhood-road-and-sidewalk-revitalization-plan/video_46b6fd13-9137-5814-b5e5-c03c5c249635.html
  - KXLY.com: Spokane's East Central Neighborhood Road and Sidewalk Revitalization Plan (June 12, 2026)
    - https://www.kxly.com/news/local-news/community-input-sought-for-revitalization-of-fifth-avenue-area/article_ab359d7d-6a24-4174-a8ae-c7f23bb1c38e.html
  - KXLY.com: Spokane moves forward with Fifth Avenue revitalization plan to address decades of displacement (July 28, 2026)
    - https://www.kxly.com/news/spokane-moves-forward-with-fifth-avenue-revitalization-plan-to-address-decades-of-displacement/article_4326696f-6ec0-4da7-9641-dcd5a552faa6.html
  - KXLY.com: Spokane seeks community input on East Central neighborhood revitalization (July 30, 2026)
    - https://www.kxly.com/news/spokane-seeks-community-input-on-east-central-neighborhood-revitalization/article_306038b8-1df8-41d3-84c3-00565688de92.html
- **City Council Connection.** Video interview feature on the ReFIVE Plan and engagement, September 2, 2026.
  - https://my.spokanecity.org/citycouncil/videos/2026/09/02/council-connection/

Presentations to Boards and Commissions

The project team shared updates and responded to questions at the following

- **East Central Neighborhood Council.** May 19, 2026
- **Plan Commission Workshop.** May 27, 2026
  - https://vimeo.com/1196149223?fl=pl&fe=sh#t=23m57s&end=38m18s

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- **Transportation Commission Workshop**. June 17,2026
  - Project staff shared about the Draft ReFIVE Plan at the Transportation Commission on June 17, 2026 to highlight the draft plan goals, with a focus on connectivity improvements.
  - https://vimeo.com/1202535757

Community Events

Community members had the opportunity to engage with and learn more about the draft Plan at ten community events during the engagement period, starting in April and going through August 2026. Representatives of the project team organized tabling stations where visitors were provided with informational materials and had the opportunity to speak one-on-one with the Project Team, asking questions and sharing ideas. [1]

The project team tabled at the following events as part of draft Plan engagement. More information on each event is described below.

Event	Date
1. Multicultural Arts Gala at Frances Scott Elementary School	April 2026
2. Black Earth Day Fair at the MLK Jr. Family Outreach Center	April 18,2026
3. Martin Luther King Jr. Family Outreach Center Flyer Distribution	June 3, 2026
4. Virtual Draft Plan Workshop	June 11, 2026
5. Juneteenth Celebration at Riverfront Park	June 19, 2026

[1] *Note: During the first two weeks of August 2026, fires in the Spokane area forced upwards of 60,000 residents to evacuate and caused devastating economic loss and damage to hundreds of homes and businesses. Heavy wildfire smoke posed severe health risks to residents across Spokane, a particular danger to vulnerable groups.[1] While the fires did not physically reach the East Central area, our team scaled back engagement activities during this time out of sensitivity for the immeasurable loss and recovery work that impacted all Spokane communities, and to prioritize the safety of residents given the poor air quality.*

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Event	Date
6. Juneteenth Celebration at MLK Family Outreach Center	June 20, 2026
7. City Council District 2 Town Hall at Martin Luther King Jr. Family Outreach Center	June 24, 2026
8. Staff Tabling at Liberty Park Library	July 22, 2026
9. SERA K-12th Grade Community Celebration at Underhill Park	August 8, 2026
10. Maji Rising Pop Up Village of Care at Liberty Park	August 22-23, 2026

- **Multicultural Arts Gala at Frances Scott Elementary**
  - In April 2026, the project team attended the Multicultural Arts Gala at Frances Scott Elementary School and sought feedback on what kind of improvements the students would like to see on their school yard as part of the community visioning. Each student was asked to cast two votes for the improvements they wanted to see the most. The categories to vote on were:
    - Play structures and Courts (received 81 votes)
    - Trees, Nature and Plants (received 62 votes)
    - Space to rest, Find shade and Be calm (received 46 votes)
    - Things I can play with, Move or Build with (received 45 votes)
- **Black Earth Day Fair**



The project team attended Spokane's first Black Earth Day celebration on April 18, 2026, at the Martin Luther King Jr. Family Outreach Center. The event focused on environmental health, food justice and Black community land stewardship. We shared some of the environmental justice strategies in the draft ReFive plan and asked attendees to share one word on what a healthy East Central looks like. Responses ranged from increased tree canopy cover, more community gardens, to a more walkable and greener neighborhood.

Black Earth Day, April 2026. Credit: The Black Lens.

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- **Martin Luther King Jr. Family Outreach Center.** June 3, 2026
- **Liberty Park Library.** July 22, 2026
  - Summer Storytime at Liberty Park Library – July 22
- **Draft Plan Workshop (virtual).** June 11, 2026
  - The project team held a virtual community workshop for the draft ReFIVE Plan. A brief overview of the draft plan was provided, followed by community discussion to help shape the final document. View the recording of the overview presentation on the project webpage.
- **15th Annual Juneteenth Park Celebration at Riverfront Park.** June 19, 2026
- **Juneteenth Celebration at Martin Luther King Jr. Family Outreach Center.** June 20, 2026
  - The MLK Center's community-wide Juneteenth Celebration was heavily attended by families and community members of the 5th Avenue area. The fair hosted tables for community organizations, services, and local businesses to amplify the existing resources offered in the area. This annual event also features food, music, raffle prizes, and more. Staff attended to seek feedback on the Draft ReFIVE plan. Community members had the opportunity to view maps, participate in Draft Plan engagement activities and share input on the goals and strategies of the plan.



Juneteenth Celebration, June 2026. Credit: Chauncey Jones, Take Up the Cause.

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- **District 2 Town Hall at Martin Luther King Jr. Family Outreach Center.** June 24, 2026
  - Project staff were present at the District 2 Town Hall gathering feedback from the community members in attendance.
- **K-12th Grade Community Celebration at Underhill Park.** August 8, 2026
  - Hosted by The Way to Justice and SERA at Underhill Park, this event offers back-to-school resources for youth and families, including free new shoes, backpacks, school supplies, books, and clothing, as well as local resources such as mobile health and dental clinics.
- **Pop Up Village of Care at Liberty Park.** August 22-23, 2026
  - Hosted by Maji Rising. The project team attended this two-day immersive community experience previewing a future village of culturally rooted care. Community members completed an activity to share ideas to improve community health for the neighborhood. Feedback focused on:
    - Affordable housing and environmental health – community members expressed a desire to see more housing and trees in the neighborhood and connected both to improving community health more than any other theme.
    - Additional comments focused on creating more walkable streets and safer bike routes, adding community gardens, more trees and shade, increasing access to educational programs and activities, community outdoor activities for youth, affordable grocery stores, culturally relevant healthcare resources and low sensory, ADA accessible spaces.





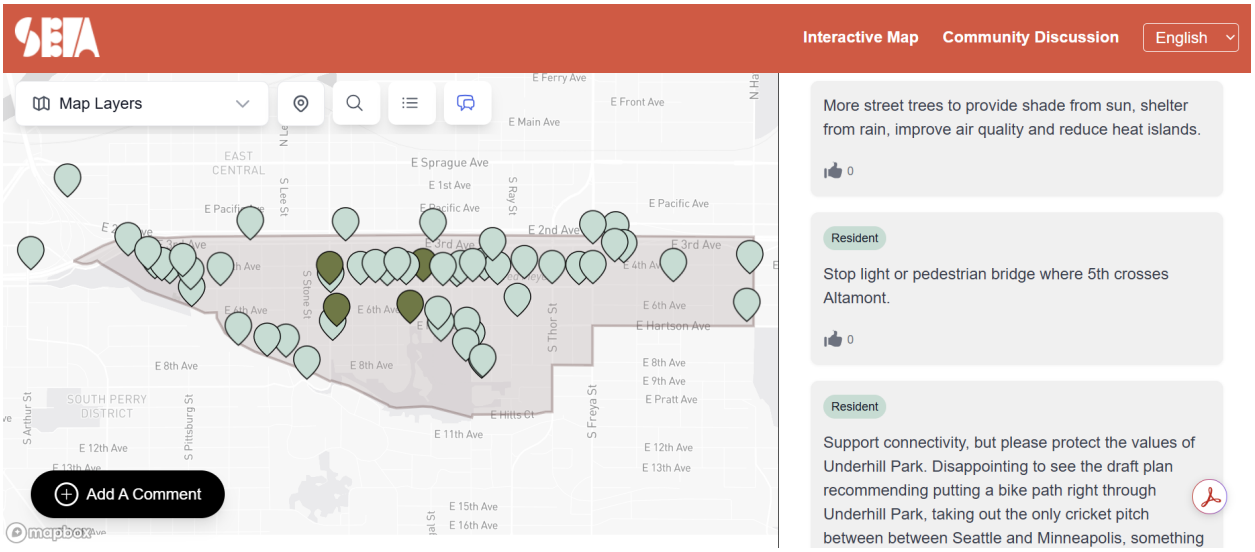
Maji Rising Pop Up Village of Care, August 2026

Discussion Wall & Interactive Map

The project team launched the digital discussion wall and interactive map during the visioning phase of Plan development in June 2025. The platform remained live until September 2026, gathering 105 responses. On this platform, community members pin place-based comments to an interactive map, and leave captions capturing their experiences, priorities, and ideas within the 5th Avenue area. The City also

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received 9 written comments via email, detailing concerns around pedestrian safety, traffic calming needs, and the importance of Underhill Park as a key recreation amenity, particularly for open space as well as cricket.



Community Survey

Launched on May 29th, 2026, the community survey collected public feedback on the full draft Plan. The survey was offered in English, Spanish, Marshallese, and Russian. Over three and a half months, 388 responses were collected both digitally and on paper, with the survey being disseminated at in-person community events and distributed through social media outreach, District newsletters, and blog posts. The twenty-two-question survey gathered input on the themes, strategies, and priorities for each chapter of the Plan. As an incentive, a lottery raffle for a total of four $50 Visa gift cards was included for those who opted to participate. A summary of all responses is below.

Community Survey Responses

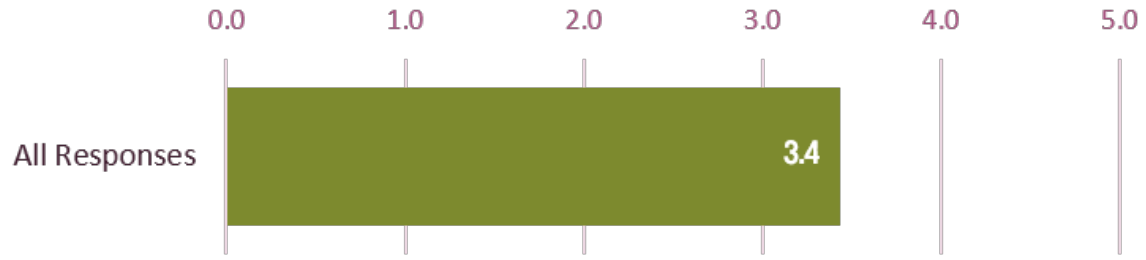
The ReFIVE Plan centers around five goal chapters: Identity, Connectivity, Livability, Prosperity, and Stability. These cover topics like art and culture, transportation, housing support, economic development, air quality, and more.

When asked to reflect on how well the chapters and themes of the Plan overall represent survey respondents' own vision for the future of 5th Avenue, the average response was more positive than "neutral" (average ranking of 3.4 out of 5, with 5 representing "very well" and 1 representing "not well"). See Exhibit 1.

- Current residents, older adults, and BIPOC respondents widely align with this average rating (3.5, 3.3, and 3.3, respectively).
- Respondents with children attending local schools provided a higher average rating (3.7), along with renters (3.9).

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Exhibit 1: How well do the chapters and themes of this Plan represent your vision for the future of 5th Avenue? (1 = not well; 3 = neutral; 5 = very well) n=244



The survey also asked about core land use proposals presented in the Plan. Land use regulations guide what type of future development can occur where. The Plan proposes a land use framework for long-term development in the 5th Avenue area to promote neighborhood serving mixed-uses and expand housing options. Responses are captured in Exhibit 2, with moderate intensity mixed-use along Freya St, Thor St, and near Frances Scott Elementary being most popular.

Exhibit 2: Which of the following future land use proposal do you feel support the plan goals? Check all that apply. N=326



Identity

The Identity chapter of the Plan proposes numerous strategies to address the priorities we have heard from community members throughout the Plan's development to beautify the 5th Avenue area. Survey participants expressed the greatest interest in landscaping and green integration with trees and plants to make the neighborhood's public spaces feel more family-friendly and welcoming.

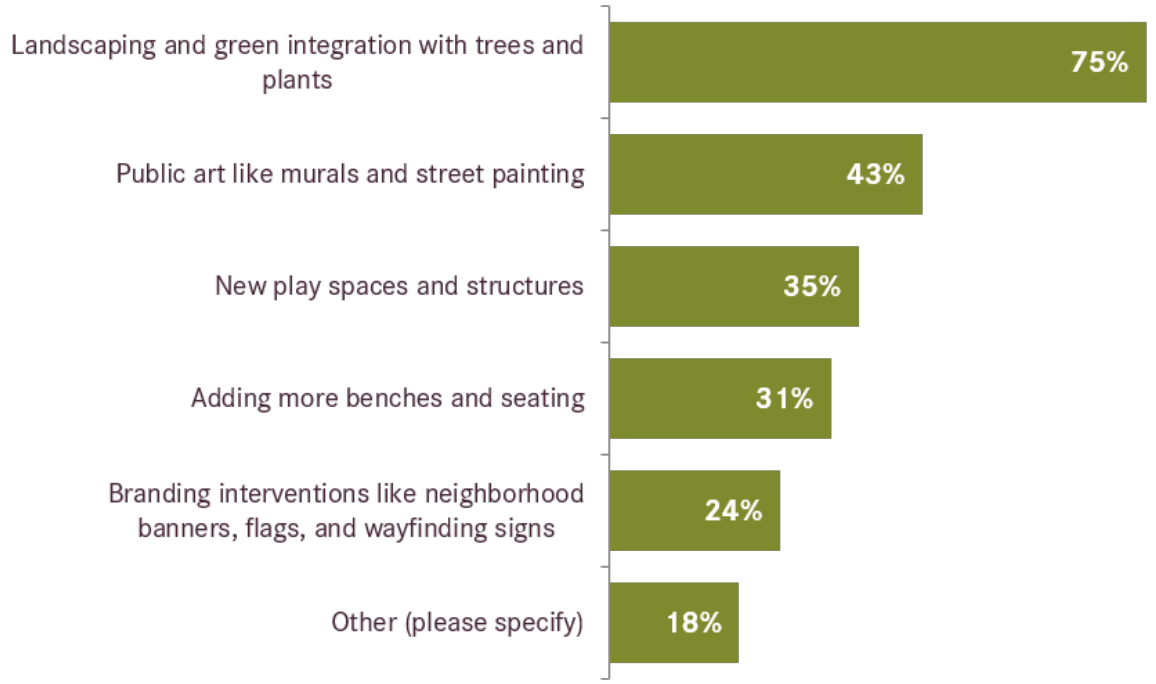
Public art like murals and street paintings were also highly ranked as a beautification and identity-shaping strategy. There is strong interest in directly involving local artists, current residents, and youth

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in designing and taking the lead on choosing themes and locations for neighborhood beautification efforts. See responses ranking potential identity enhancing interventions in Exhibit 1.

In an open-ended question to gather comments on the Identity chapter broadly, respondents express resounding support for the proposed cultural district designation. Other common sentiments include the desire for improvements to prioritize safety, maintenance, and completion of basic infrastructure and for identity-defining efforts to be rooted in cultural representation and historical preservation.

Exhibit 3: Which of the following interventions [from the Identity chapter] do you think could be most impactful? Select two. (n=338)



"5th Avenue should feel like a neighborhood with its own history, culture, and sense of pride. I would like to see public art, murals, neighborhood signs, and community gathering spaces that reflect the people who already live here."

"Identity improvements should be simple, durable, and easy to maintain."

"Having spaces to build community that feel safe would be invaluable."

Prosperity

The Prosperity chapter considers economic development strategies to recognize and nurture local community assets such as small businesses, non-profits, and cultural organizations. Survey participants expressed sweeping consensus that they would be most excited to see more of the types of businesses that provide practical, supportive services and communal gathering spaces for the 5th Avenue

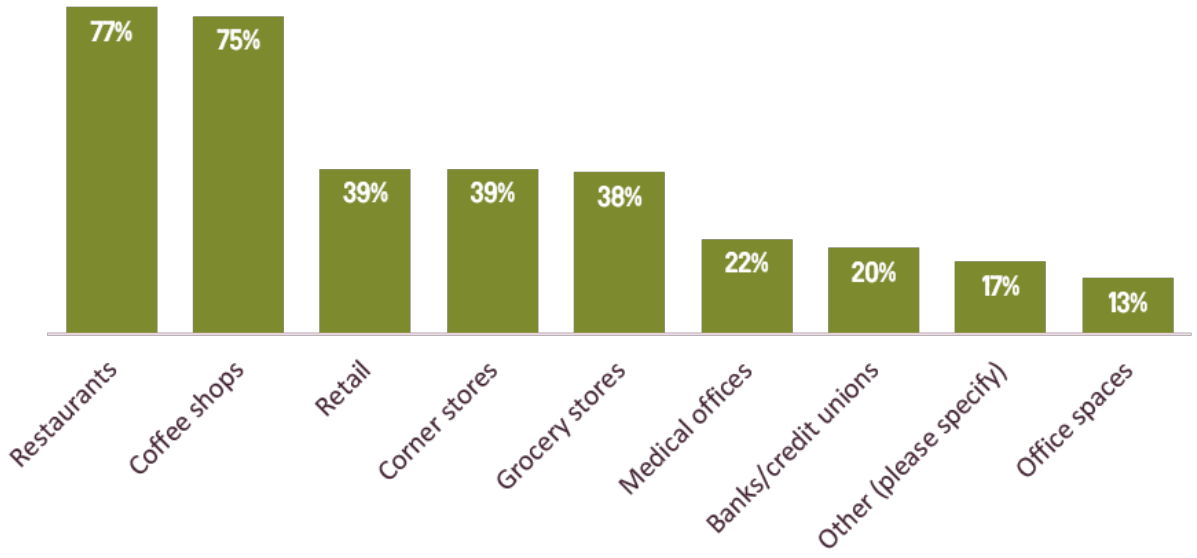
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community, such as locally owned restaurants and coffee shops followed by retail, corner stores, and more grocery options. Service businesses, such as medical offices and a bank or credit union, were also supported. See Exhibit 42.

These priorities remain consistent when disaggregating respondents by relationship to the area (those who live in the 5th Avenue area, work in 5th Avenue area, visit for shopping, or have kids in school) and by race/ethnicity. Across groups, the desire for restaurants and coffee shops ranks highest; followed by retail, corner stores, and more grocery options; and then service-businesses like medical offices, banks, or office space. Families with children at local schools expressed slightly higher emphasis on medical office availability, while older adults rank banking services highly.

In open ended responses, participants communicate the desire for economic development strategies to prioritize local and small business owners, as well as prioritize businesses that support a healthy community. Additional priorities for promoting neighborhood prosperity include expanding walkability and physical access to neighborhood amenities and services, and a preference of low-intensity, mixed-use development.

Exhibit 4: Which types of businesses would you like to see more of? Select all that apply. (n=338)



"Prosperity should include support for local entrepreneurs and should make sure existing residents can afford to shop and work in the area."

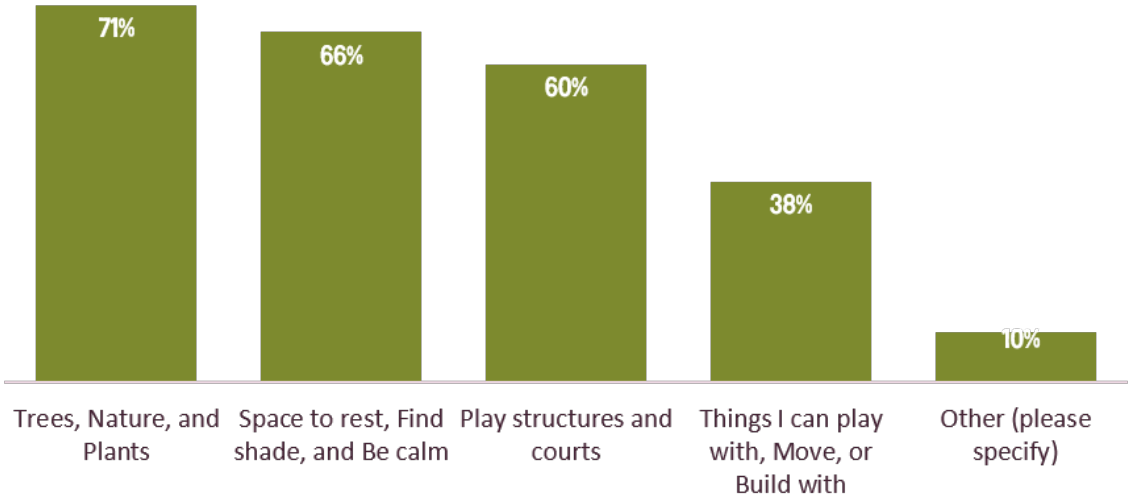
"Don't encourage businesses that are linked to vices."

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Livability

One of our proposed strategies in the Livability chapter is to invest in the schoolyard at Frances Scott Elementary. Respondents expressed the greatest interest in schoolyard improvements to incorporate more green space, followed closely by shaded spaces to rest and relax. See Exhibit 5.

Exhibit 5: What types of improvements would you like to see in the Frances Scott Elementary schoolyard? Select all that apply. (n=335)



"More trees and calm spaces [at Frances Scott] would also help parents, caregivers, and students."

The Livability chapter incorporates strategies to promote a welcoming and comfortable space for people of all ages and abilities in the 5th Avenue area. In open ended responses, survey participants widely support investments that create more shade and protection from heat across the 5th Avenue neighborhood. This priority is accompanied by the desire for green space investments to be well-maintained to remain in good condition to provide long-lasting benefits to the community. Respondents are also largely in favor of expanding bike infrastructure across the neighborhood.

An additional theme present across open-ended responses to the Livability chapter is in support of mitigating environmental and health impacts brought on by lack of protection from the highway's proximity. Survey participants maintain the desire for interventions that reduce air and noise pollution, especially in the areas that impact Frances Scott Elementary. Reclaiming land to expand the footprint of Liberty Park is also supported.

"Underhill Park and Liberty Park are wonderful! Please continue upkeeping these spaces."

"More shade and green space should be a major priority. Trees and plants would improve the look of the area and make it more comfortable during warm weather."

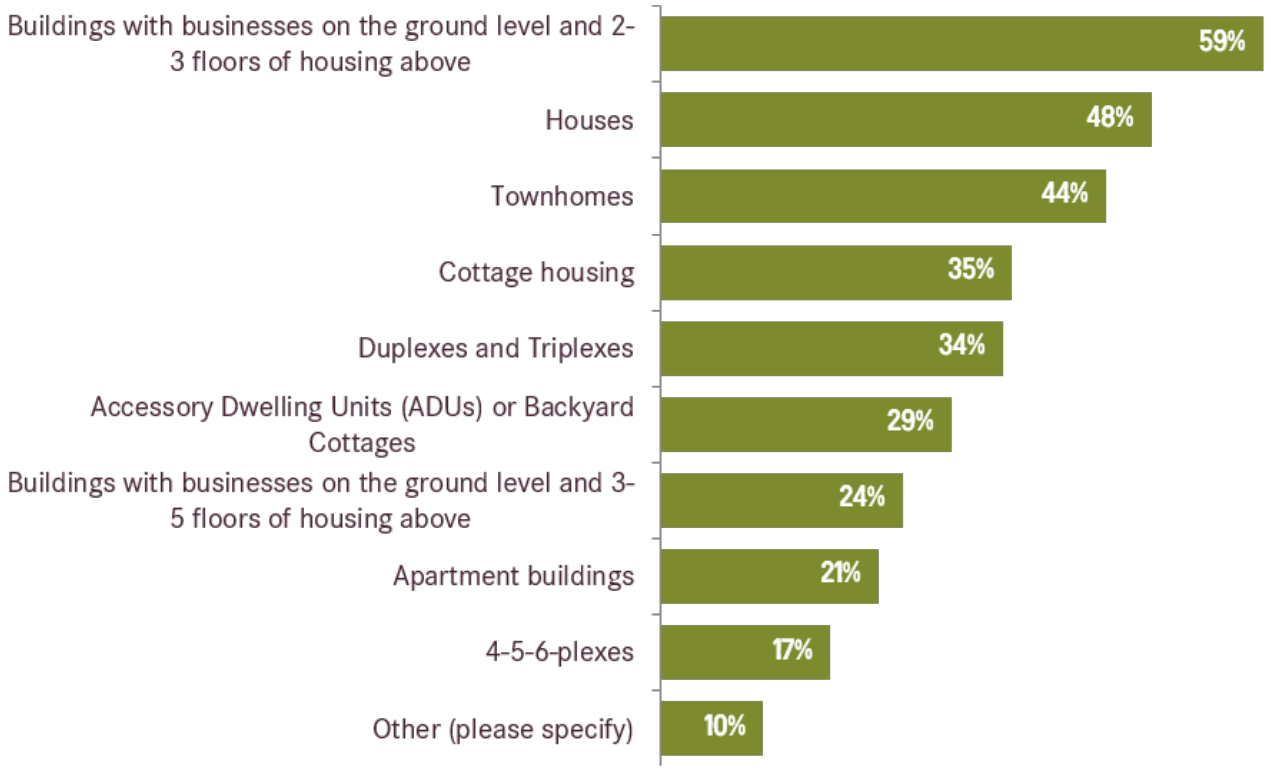
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Stability

Throughout the Stability chapter of the Plan, numerous strategies are presented to promote a future for 5th Avenue that is affordable, racially diverse, and inclusive for a wide range of household types. These priorities are shaped by the desires we have heard to preserve affordability and prevent gentrification, while also bringing more people and activity to the neighborhood.

The most common type of housing that survey participants want to see more of throughout 5th Avenue are buildings with businesses on the ground level and 2-3 floors of housing above (59% of all respondents). High levels of support were also expressed for more houses and middle housing formats such as townhouses, cottage houses, duplexes/triplexes, and ADUs. See Exhibit 6.

Exhibit 6: What types of housing would you like to see more of in 5th Avenue? Select all that apply. (n=335)



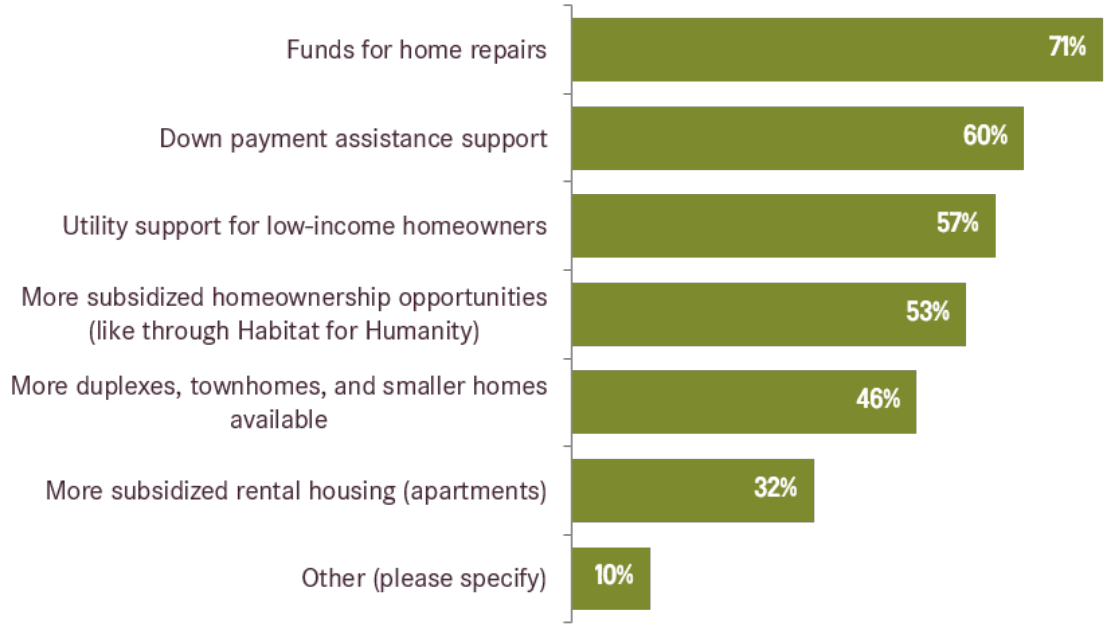
Several strategies to address housing affordability are presented in the Stability chapter of the Plan. See Exhibit 7.

- Disaggregating responses for current 5th Avenue residents, strongest support is for initiatives that sustain homeownership, such as funds for home repairs (80%) and utility support (62%).

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- Respondents with youth that attend school in the 5th Avenue area express the highest saturation of interest in down payment assistance support (86%), with strong support for funds for home repairs (68%) and utility support for low-income homeowners (64%), as well.
- Renters express support for the initiatives that sustain homeownership, but also widely request initiatives like down payment assistance (71%), more options for subsidized homeownership (60%) and rental units (55%), and more middle housing units (59%).
- BIPOC respondents stand out with higher support of utility assistance programs (63%) and affordable rental units/apartments (42%).
- Adults over the age of 70 strongly support funds for home repairs (80%), subsidized homeownership (68%) and rental units/apartments (43%), and middle housing units (52%).

Exhibit 7: Which of these actions do you think could help affordability in 5th Avenue? Select all that apply. (n=334)



"Home repair funds, utility support, down payment assistance, and smaller housing types could help people stay in the neighborhood while still allowing thoughtful growth."

"The Stability chapter should make sure families can stay close to school, services, and community support."

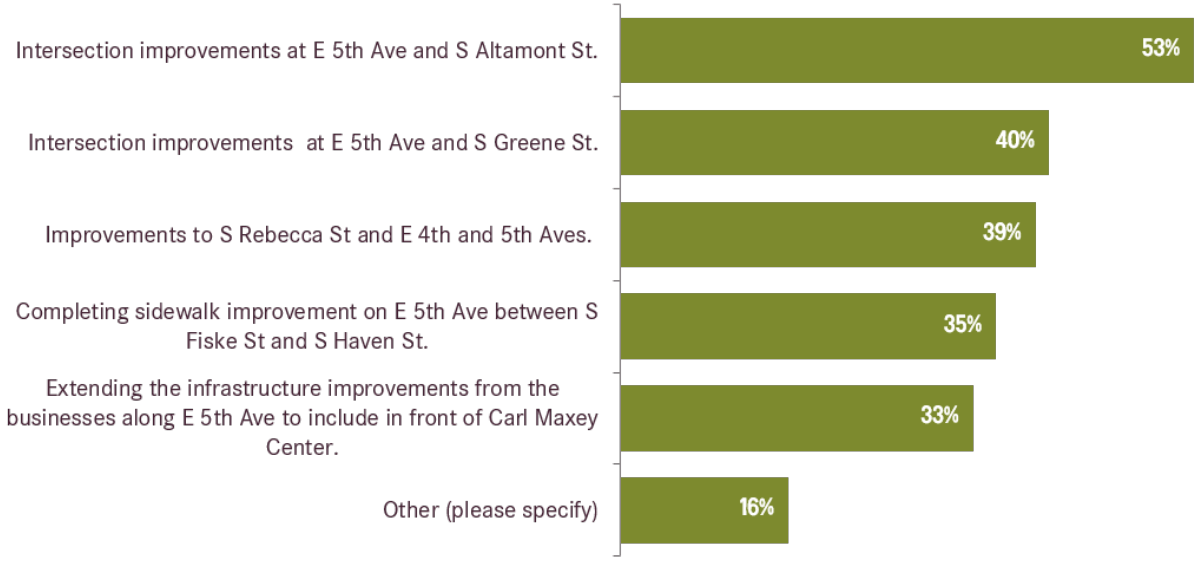
Connectivity

The Connectivity chapter focuses on strategies to improve the experience of the neighborhood for people moving within and across the neighborhood by all modes of travel. In this section, respondents are asked to select two connectivity improvements that they think would be most impactful for the

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neighborhood. The most popular selection was intersection improvements at E 5th Ave and S Altamont St near the Martin Luther King Jr. Family Outreach Center. Next most highly ranked is intersection improvements at E 5th Ave and S Greene St. The third priority is improvement to S Rebecca St at E 4th Ave and E 5th Ave crossings.

Exhibit 8: Which of the connectivity improvements would be most impactful for you? Select two. (n=327)



"I don't walk west of Freya much because it is so hard and dangerous to cross Thor."

"I believe walkability is vital to community culture and local engagement. From Freya to Liberty Park would benefit from thoughtful and walkable development"

In open-ended responses respondents share general comments on the Connectivity chapter. These comments emphasize the importance of infrastructure that promotes pedestrian visibility, crossing safety, and complete sidewalks. Survey respondents articulate the desire for traffic calming; improved and expanded crosswalks throughout the neighborhood; and making streets safer for all ages and abilities to access the school, community center, parks, and businesses.

"The Connectivity chapter should make it safer for residents, workers, and children to move around the neighborhood. Sidewalk completion, safer crossings, traffic calming, and curb ramps are very important."

"Some areas are hard to navigate, especially for families, seniors, and people using mobility devices. Better crossings, curb ramps, and traffic calming would make daily trips much safer."

"The ability to have a separate bike lane is also very exciting to me."

"People drive way too fast on 5th Ave"

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Community Survey Participant Demographics

Survey promotion targeted those who spend time in and care for the wellbeing of the 5th Avenue area. Most survey participants (88%) live, work, and/or visit the area for shopping or other activities. Among individuals who *do not* live in the 5th Avenue area, 69% visit the area frequently: daily (14%), weekly (34%), or monthly (22%).

Exhibit 9: What is your relationship to the 5th Avenue area in East Central? Select all that apply (n=382)

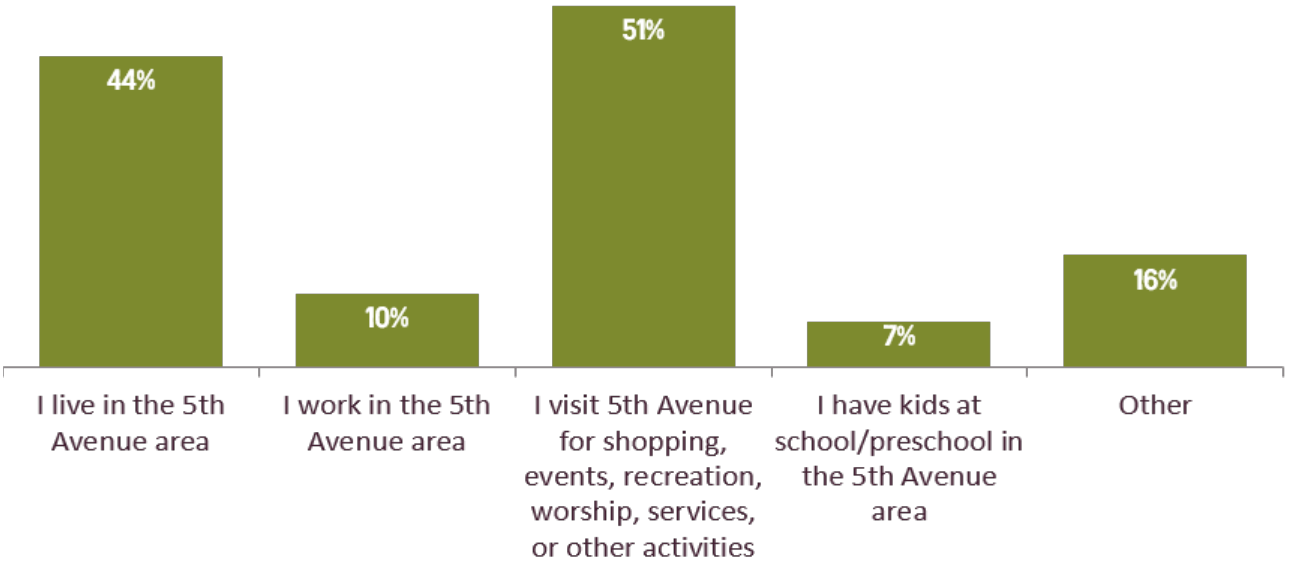
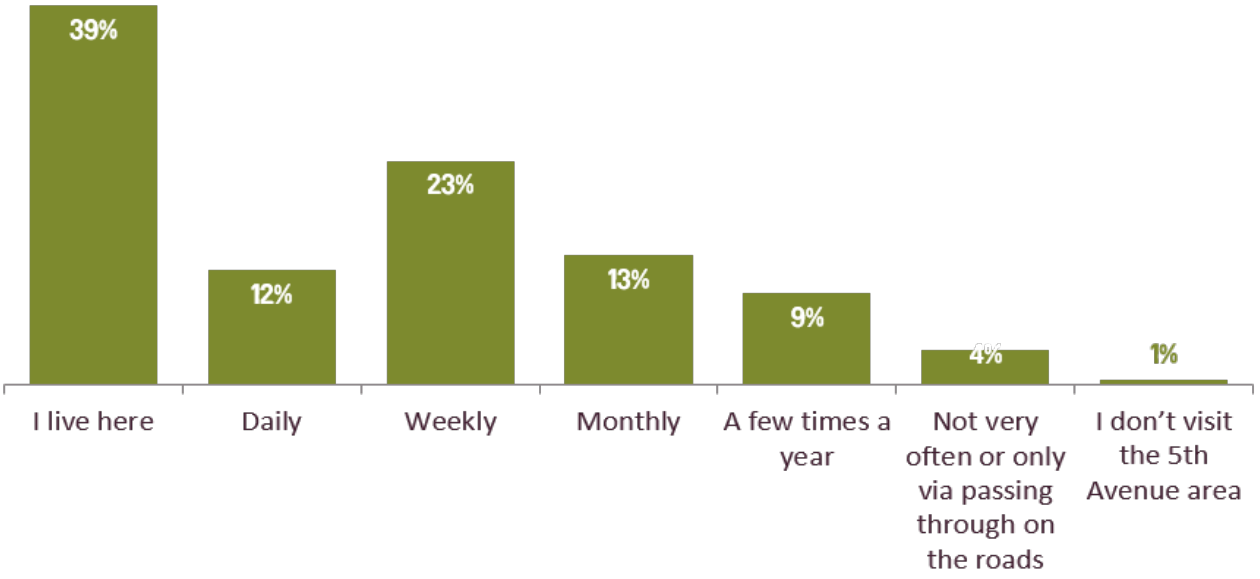


Exhibit 10: How often do you visit the 5th Avenue area? (n=385)



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Survey participants represent a multigenerational and mixed income population, with ages from 18 to 70+ represented and income brackets from across the spectrum. Respondents could select multiple options to describe their race/ethnicity. Most respondents self-reported as white (78%) while 10% identify as Black or African American and 7% identify as Hispanic or Latino. Respondents include homeowners (76%) as well as renters (18%) and those living with a family member or experiencing housing instability (6%). See Exhibit 12 for summary tables of respondent demographics.

Exhibit 11: Survey respondent demographics

What is your age?	Count
Under 18	2 (0.7%)
18-29	26 (8%)
30-49	148 (48%)
50-69	87 (28%)
70 or older	47 (15%)
Total	**310**

What is your household's annual income?	Count
Less than $35,000	48 (16%)
$35,000 to $74,999	96 (32%)
$75,000 to $124,999	101 (33%)
$125,000 or more	58 (19%)
Total	**303**

How would you describe your race/ethnicity?	Count
Native Hawaiian or Other Pacific Islander	3 (1%)
Asian	14 (5%)
American Indian/Alaska Native	16 (5%)
Other	17 (6%)
Hispanic or Latino	21 (7%)
Black or African American	30 (10%)
White	240 (78%)
Total	**308**

What is your housing situation?	Count
I rent	56 (18%)
I own my home	235 (76%)
I live with a family member or friend	18 (6%)
I am currently experiencing homelessness/housing instability	1 (0.3%)
Total	**310**

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Outreach Materials

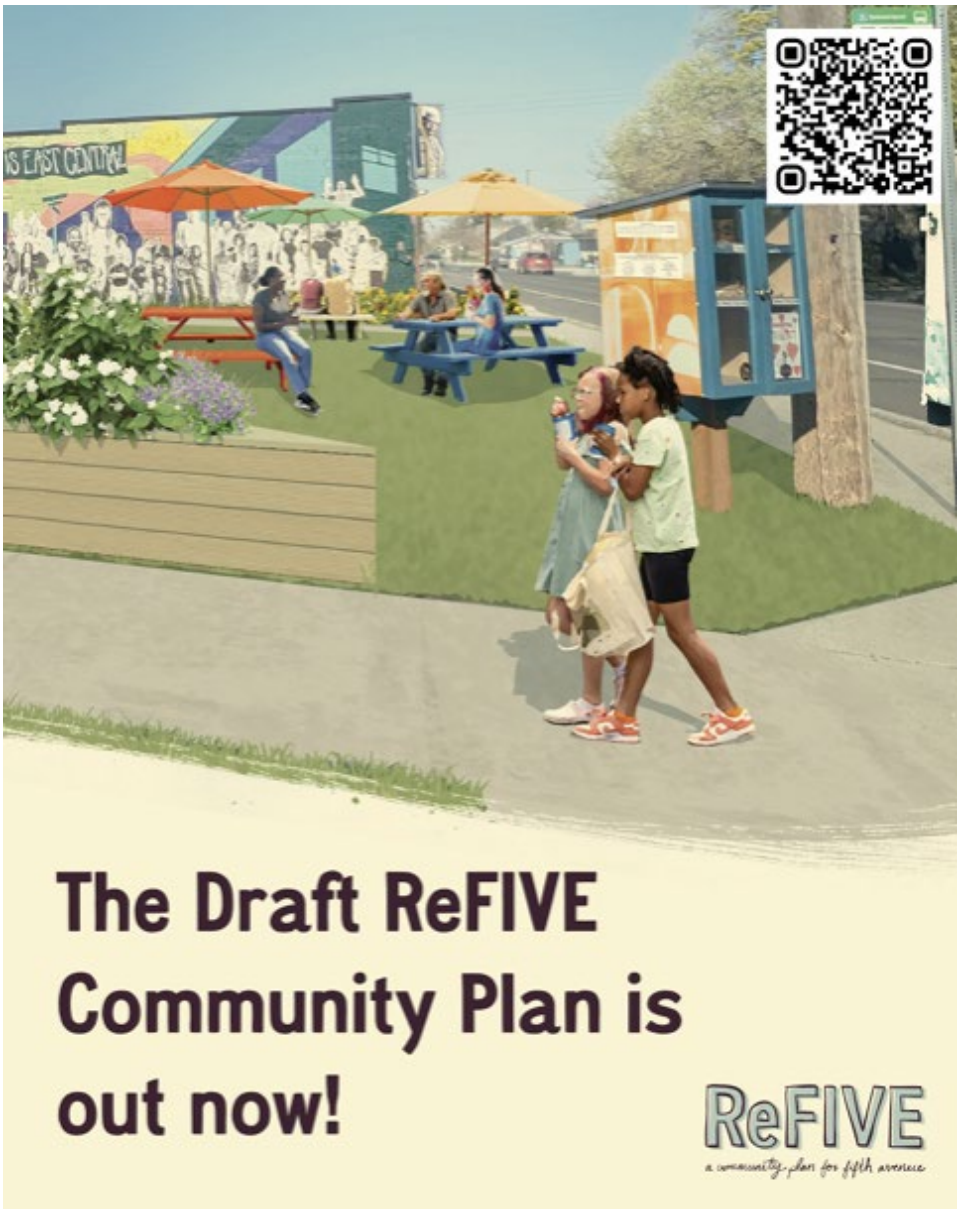
The following materials and graphics were presented at in-person events and disseminated through outreach to promote engagement with the community survey, discussion wall, and participation in community-led events.

Postcard mailers were distributed in the 5th Avenue study area to ensure that those who live closest, own property, or have a business in the planning area were directly provided a survey link and opportunity to comment. Over 1,600 postcards were mailed out on July 7, 2026.



Social media posts sharing the survey were posted monthly from May through August via Facebook, by City of Spokane, The Black Lens, Neighborhood Councils, and numerous resharing, as well as a constituent kit designed to be re-posted and included pre-made captions. The City of Spokane made seven social media posts regarding the draft plan and survey, including two by City Council President Betsy Wilkerson.

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Flyers were distributed with English, Spanish, Marshallese, and Russian translation to promote the survey, community workshop, and summer engagement events

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Español: Plan Comunitario ReFIVE: Borrador de la encuesta del plan

¡Hola! La ciudad de Spokane está co-creando el Plan Comunitario ReFIVE para establecer un marco comunitario de objetivos y políticas para el uso futuro del suelo, el crecimiento económico, la conectividad y la mejora de la calidad de vida para la comunidad de la 5ta Avenida en el barrio East Central. Estamos emocionados por escuchar sus comentarios sobre el Plan Comunitario ReFIVE. Tendrás la oportunidad de añadir tu dirección de correo electrónico y participar en una rifa de lotería para una de cuatro tarjetas regalo de 50 dólares. ¡Gracias por compartir tu tiempo y perspectiva con nosotros hoy!

Marshallese: ReFIVE Community Plan: Draft Plan Survey

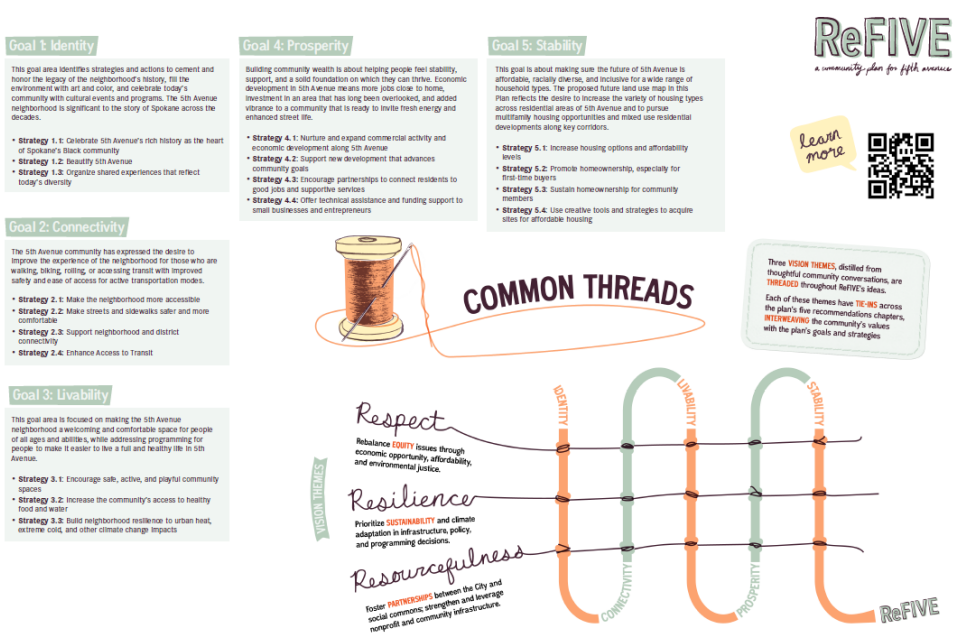
Iakwe! Jikin kwelok in Spokane ej kōmmane ReFIVE Community Plan eo ñan ejaake juon jukjuk in bed eo ej tellok kin mejenkajjik ko im kakien ko ñan kajerbal bwidej ilju jeklaj, eddōklok in economy, kōtaan, im kōkōmanmanlok joñan mour ñan 5th Avenue community eo ilo East Central neighborhood. Kimij mōnōnō in roñjake lemnok ko am kin ReFIVE Community Plan eo. Enaj wor am ien emman ñan kobaik e-mail address eo am im kwonaj deloñ ilo juon lottery raffle ñan juon ian $50 gift card ko. Kommol kin am kwalok ien im lemnok eo am ibbed rainin!

Русский: План сообщества ReFIVE: проект плана обследования

Здравствуйте! Город Спокан совместно создаёт План сообщества ReFIVE, чтобы создать структуру целей и политик, управляемую сообществом, для будущего землепользования, экономического роста, повышения связности и улучшения качества жизни для сообщества на 5-й авеню в районе Восточный Центральный. Мы рады услышать ваши отзывы о плане сообщества ReFIVE. вас будет возможность добавить свой адрес электронной почты и принять участие в лотерейном розыгрыше одной из четырёх подарочных карт по $50. Заранее спасибо за то, что поделились своим временем и взглядом на это сегодня!

Community Event Materials

Project poster summarizing goals displayed at all events.



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Project poster displayed at Spokane's first Black Earth Day celebration on April 18, 2026, at the Martin Luther King Jr. Family Outreach Center.



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Posters displayed at the Pop Up Village of Care at Liberty Park hosted by Maji Rising on August 22-23, 2026. Community members completed an activity to share ideas to improve community health for the neighborhood.





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PLANSPOKANE

Resilient | Connected | Livable | 2046

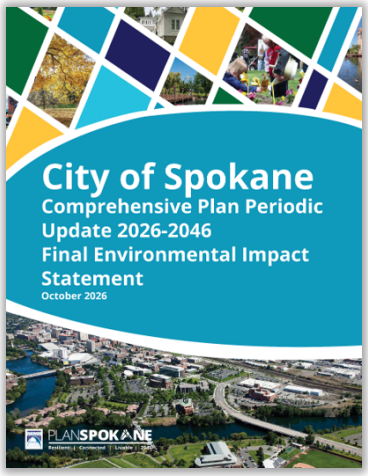
Final EIS Summary



Background

The City of Spokane is working on a periodic update to the City's Comprehensive Plan as required by the State's Growth Management Act (GMA). The last periodic update was completed in 2017. Since then, the State has added new requirements, especially around climate and housing. Due in December 2026, the periodic update will identify policies and future regulations to guide the next 20 years of our city.

As part of the PlanSpokane 2046 process, the City has developed an Environmental Impact Statement (EIS), an informational document that provides the City, public, Tribes, and agencies with environmental information to be considered in the decision-making process.



What We're Planning For

The City of Spokane is expected to gain at least 23,357 new residents between 2023 and 2046, bringing the City's total population to just over 256,000.

Based on state requirements, the City is expected to need 22,359 additional housing units between 2020 and 2046. In addition to the total number housing units, the City is also required to plan for housing by affordability bracket.

23,357

Projected new residents by 2046

22,359

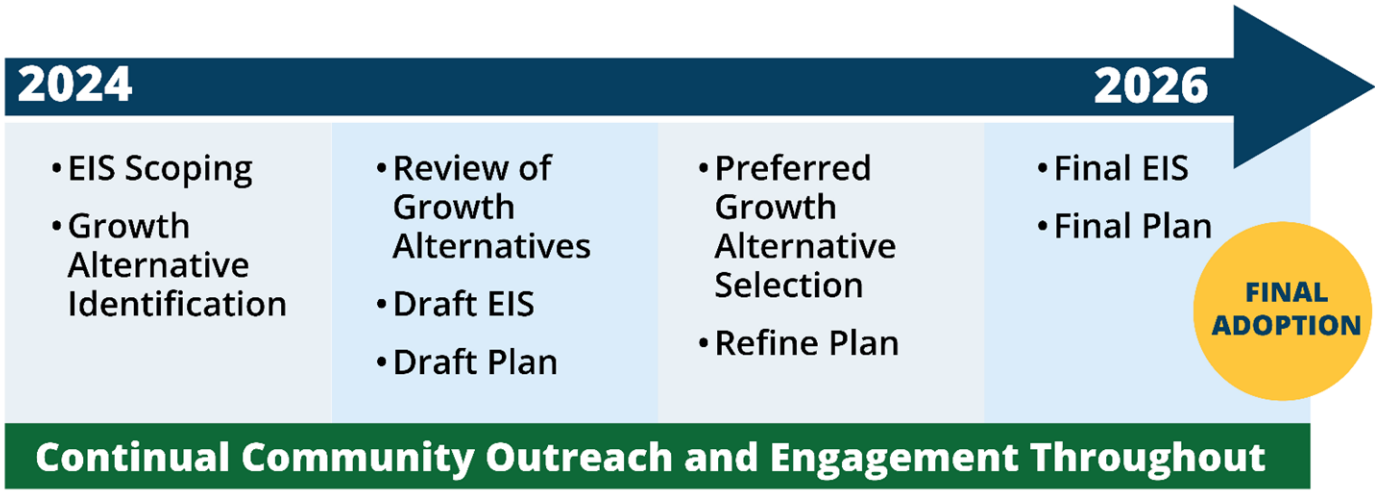
Additional housing units needed between 2020 and 2046

For more information, Visit PlanSpokane.org

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Environmental Impact Statement (EIS) Purpose and Process

An EIS is required under the State Environmental Policy Act (SEPA) for larger projects such as a significant update to the Comprehensive Plan. **An EIS describes the potential environmental impacts, reasonable alternatives, and ways to avoid or minimize negative impacts of policies.**



The City prepared a Draft EIS in December 2025 (comment period December 18, 2025-March 5, 2026) to evaluate different growth patterns and policies. The Final EIS presents four alternatives to test different growth patterns and policies. This includes three alternatives studied in the Draft EIS and a "preferred alternative" based on public input and the Draft EIS evaluation. The preferred alternative includes features of several of the alternatives studied in the Draft EIS. The preferred alternative informs the Comprehensive Plan Periodic Update.

The EIS studies the following topics:

- **Earth, water quality, and water resources**
- **Air quality and greenhouse gas emissions**
- **Plants and animals, including critical areas and habitat**
- **Land use patterns and urban form, including historic and cultural resources**
- **Population, employment, and housing**
- **Relationship to plans, policies, and regulations**
- **Transportation, including multiple modes and city and state facilities**
- **Public services: police, fire and emergency medical services, parks, schools, libraries, solid waste**
- **Utilities: power, water, wastewater, and stormwater**

Responding to the Spokane Complex Fire

The Spokane community was directly affected by the Spokane Complex fire in August 2026. The City lost approximately 513 dwellings and more than 74 other structures were destroyed in the city limits, with more losses in the surrounding county. There was significant loss of tree canopy as well and numerous effects on the Spokane River and ecological systems within and adjacent to the burn area. The immediate focus of the City is to prioritize emergency response and support rebuilding of homes in affected neighborhoods. The need to rebuild does not increase the City's 2020-2046 growth targets. Rebuilding has begun and the City will meet its long-term obligations to implement the updated Comprehensive Plan and development regulations to manage growth, provide additional housing and economic opportunities, plan for necessary services and infrastructure (e.g., fire protection, streets, stormwater, parks), improve environmental and climate resilience, and more.

Objectives

This EIS compares alternatives for their ability to meet these objectives:

- **Meet Periodic Update Requirements,** including providing capacity for more housing types and affordability levels, increasing resiliency to climate impacts, evaluating tree canopy coverage, increasing opportunities for active transportation, reducing vehicle miles traveled and greenhouse gas emissions, addressing needs of overburdened communities, increasing green infrastructure, planning for jobs and economic development, and more.
- **Accommodate Growth** through 2046 based on State projections and County allocations.
- **Clarify the Plan** to remove policies that are inconsistent, outdated, duplicative, or unclear.
- **Simplify the Plan and Codes** including future land use map categories and zoning districts and reflect any new designations.
- **Protect Critical Areas** by updating critical area regulations to reflect best available science.
- **Fast-Track Desired Growth** in priority locations through permit streamlining.

The City's proposed draft vision statement for the periodic update is also considered an objective:

> *Spokane aims to foster a vibrant, resilient, and inclusive city by supporting economic growth, environmental stewardship, and the diverse needs of the whole community. The City is dedicated to ensuring access to attainable housing, safe streets, and thriving neighborhoods while inspiring innovation, cultural vitality, and connection for all Spokane residents.*

Proposed Alternatives

Alternative 1 "Stay the Course" would maintain the current comprehensive plan and code. It was developed in prior years with different growth targets and different state expectations.

Alternatives 2 and 3 and the Preferred Alternative are designed to meet current state requirements (including new housing, climate, and other requirements), create the opportunity for housing at all income levels, accommodate jobs, and update policies and codes to streamline them and facilitate growth.

Alternatives Summary

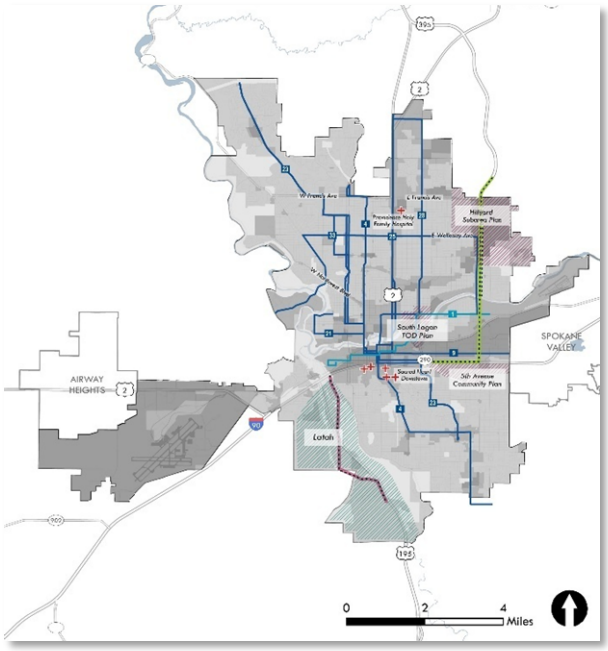
		Alternative 1 **Stay the Course**	Alternative 2 **Distributed & Balanced**	Alternative 3 **Center City & Regional Hubs**	**Preferred Alternative**
Same for all alternatives	*Housing / population growth*	▶ **21,739 new housing units** from 2022-2046 (about 21% more housing units than present)* ▶ **25,157 new residents** from 2022-2046*			
Varies by alternative	*Plan and code update*	▶ Maintains current comprehensive plan and code	▶ Updates the comprehensive plan and code	▶ Updates the comprehensive plan and code	▶ Updates the comprehensive plan and code
	Focus areas for growth	▶ Focuses growth in Downtown and Centers and Corridors	▶ Focuses growth in mixed-use, transit-oriented development ▶ Allows more neighborhood-serving commercial uses ▶ Simplifies Land Use Plan	▶ Focuses growth in downtown, regional hubs, and areas with greatest investment in transit and transportation ▶ Allows more neighborhood-serving commercial uses ▶ Simplifies Land Use Plan	▶ Combines elements of Alternative 2 and 3 ▶ Focuses growth along frequent transit corridors and in hubs ▶ Allows more neighborhood-serving commercial uses ▶ Simplifies Land Use Plan
	Housing mix	▶ 63% of the City's total housing as single unit housing	▶ 59% of the City's total housing as single unit housing	▶ 59% of the City's total housing as single unit housing	▶ 59% of the City's total housing as single unit housing

		Alternative 1 **Stay the Course**	Alternative 2 **Distributed & Balanced**	Alternative 3 **Center City & Regional Hubs**	**Preferred Alternative**
	Housing affordability	▶ Would provide enough housing capacity at incomes above 80% of the median* ▶ Would **not** provide enough housing capacity at incomes less than 80% of the median**	▶ Would provide enough housing capacity affordable at all income levels	▶ Would provide enough housing capacity affordable at all income levels	▶ Would provide enough housing capacity affordable at all income levels
	*Job projections****	▶ **34,850 new jobs**	▶ **24,939 new jobs**	▶ **38,848 new jobs**	▶ **34,850 new jobs**

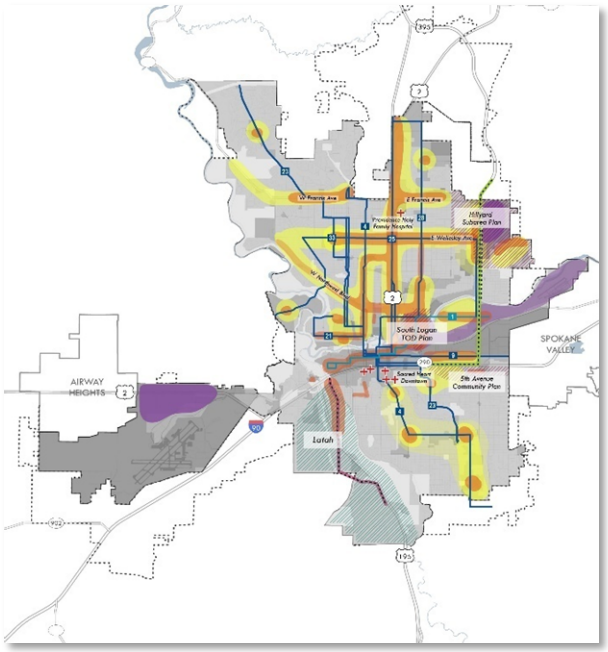
*This is the 2020-2046 housing growth target minus the units already added from 2020 to 2022. Population is adjusted to 2022-46 instead of 2023-46 using state data for a consistent 2022 base year.
**Area median income is $70,600 for a one-person household, $80,700 for a two-person household, $90,800 for a three-person household, or $100,800 for a four-person household as of 2025.
***Each alternative studies a job projection from a different data source. The different numbers are not based on an alternative's likelihood to produce more or fewer jobs

Alternative Concepts

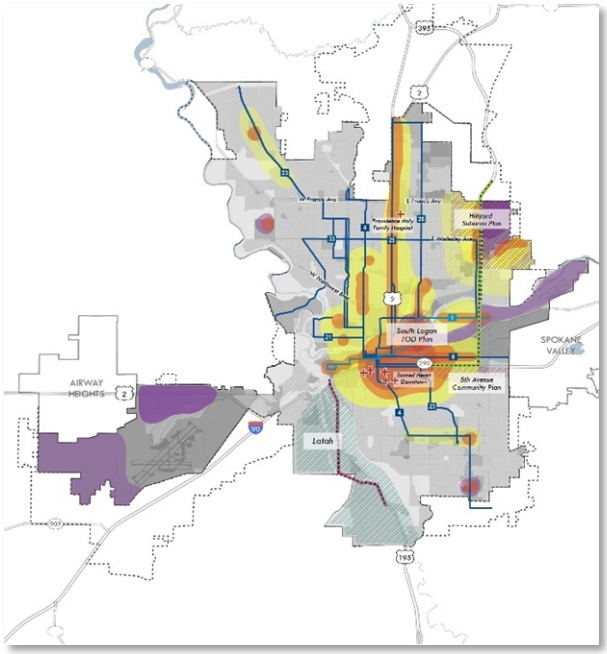
Alternative 1: Stay the Course



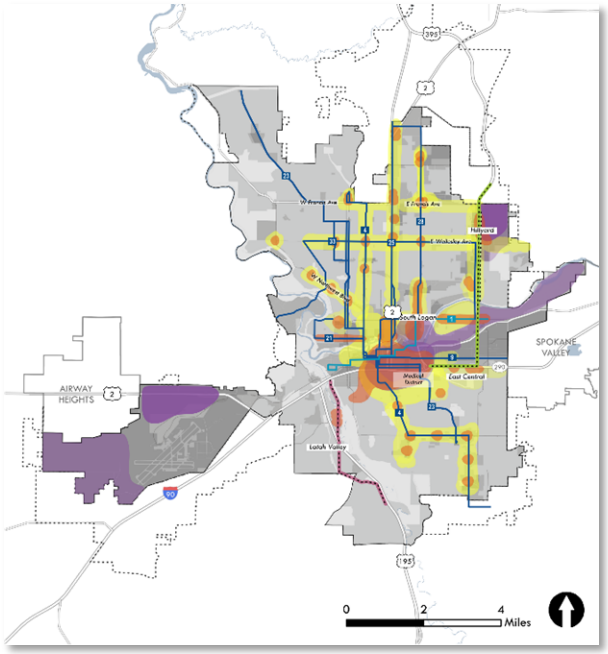
Alternative 2: Distributed and Balanced



Alternative 3: Center City and Regional Hubs



Preferred Alternative



Key Features

- Subarea Planning
- Additional Infrastructure Study
- Transit Routes, Selected
- North Spokane Corridor/ US 395
- Children of the Sun Trail
- Inland Empire Way + connections
- \+ Hospitals

Growth Intensity

- Low
- Moderate
- Moderate-High
- High
- High Density Housing
- Moderate Density Housing
- Mixed-use/Commercial
- Employment/Industrial Light
- Employment/Industrial Heavy

Note: The Preferred Alternative shows a unified color for Moderate/High Density housing.

Source: City of Spokane, BERK, 2026.

Alternatives 2 and 3 and the Preferred Alternative would better meet the objectives for the plan update than Alternative 1.

Ability to Meet Objectives

Objectives	Alternative 1: Stay the Course	Alternative 2: Distributed and Balanced	Alternative 3: Center City and Regional Hubs	Preferred Alternative
Meet Periodic Update Requirements	Less	Most	Most	Most
Accommodate Growth: Housing at All Affordability Levels	More	Most	Most	Most
Accommodate Growth: Jobs	More	More	Most	More
Clarify the Plan	Less	Most	Most	Most
Simplify the Plan and Codes	Less	Most	Most	Most
Protect Critical Areas	More	Most	Most	Most
Facilitate Desired Growth	Less	Most	Most	Most
Alignment with Vision Statement	Less	Most	Most	Most

Source: City of Spokane, BERK, 2025.

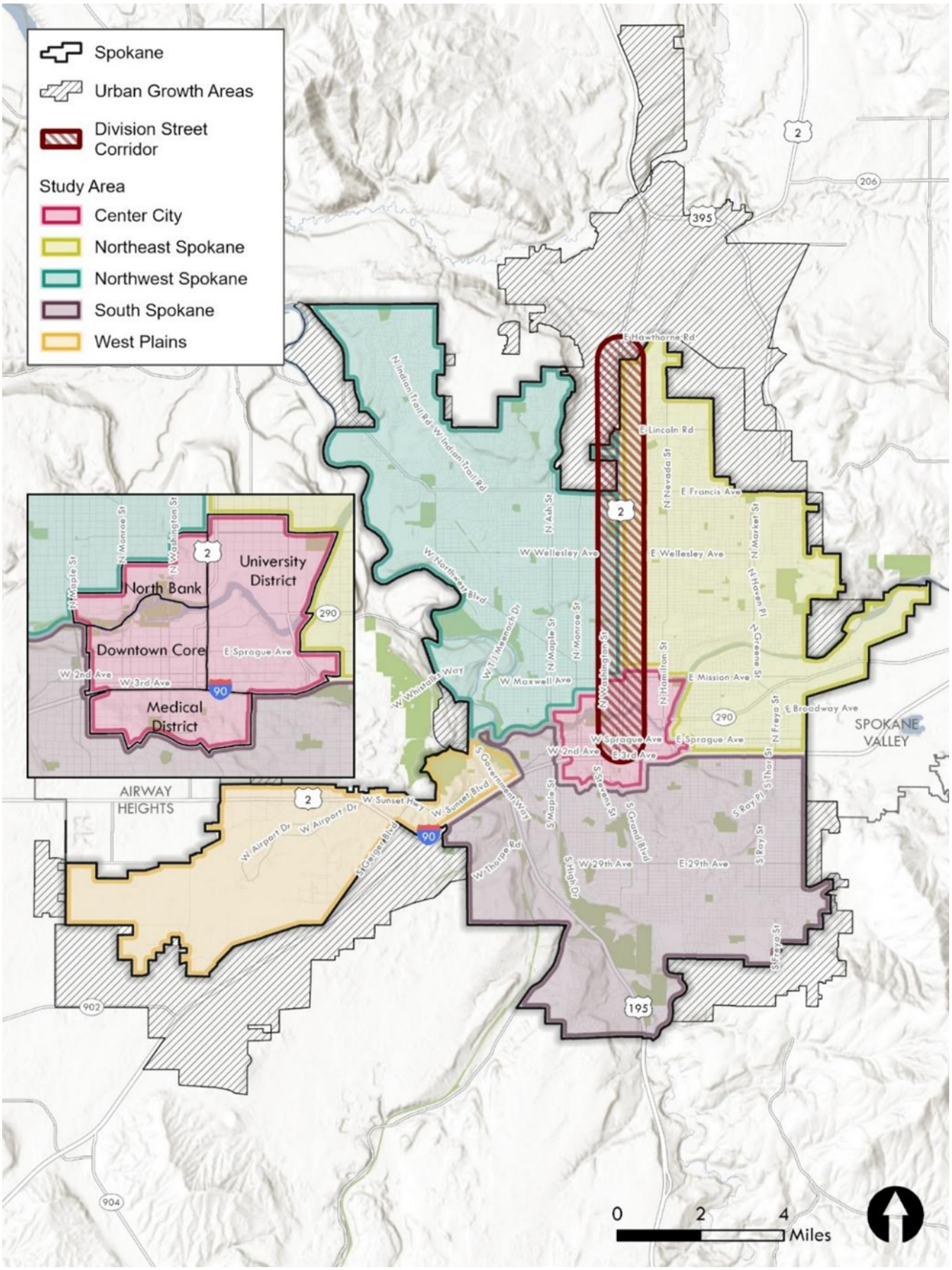
Study Area

This EIS primarily focuses on the Spokane city limits. These city study areas are referenced in the EIS:

- Northwest Spokane
- Northeast Spokane
- South Spokane
- West Plains
- Center City, overlapping several study areas, including Downtown Spokane
- Division corridor, straddling Northwest and Northeast Spokane

Within these broad study areas, the EIS also mentions Neighborhood Council boundaries.

Spokane Study Areas



Sources: City of Spokane, BERK, 2025.

AGENDA

Abbreviated Summary of Impacts *(see Final EIS for full context)*

Earth, Water Quality, and Water Resources



No significant adverse impacts expected with mitigation.

Likely Impacts

- Impacts from construction (soil disturbance, erosion, water pollution, and soil contamination)
- Increased pollution and rainfall runoff due to growth and increased hard surfaces
- **Alternative 1 has the highest impacts** (more growth on undeveloped land)

Mitigation Options

- Stormwater runoff best management practices
- Increased density (reduces sprawl)
- New climate policies and updated critical areas regulations in Alternatives 2 and 3 and the Preferred Alternative
- Potential measures:
  - Updated stormwater controls
  - Critical area buffer restoration
  - Protecting tree canopy in forested areas
  - Review Spokane Municipal Code Section 17E.010 Critical Aquifer Recharge Area for additional protections

Air Quality/Greenhouse Gases



No significant adverse impacts expected with mitigation.

Likely Impacts

- All alternatives see a net decrease in transportation emissions
- Emissions from non-transportation sources would be highest under Alternatives 1 and 3
- Preferred Alternative produces the lowest transportation-sector emissions and the second-lowest energy-sector emissions.
- Differences among alternatives are small at the citywide scale

Mitigation Options

- New climate policies and monitoring metrics in Alternatives 2 and 3 and the Preferred Alternative addressing GHG and VMT reduction and Community Resilience.
- Potential measures:
  - Investments in multi-modal transportation infrastructure
  - Fees that reduce traffic congestion
  - Mixed uses and density
  - Electric vehicle adoption
  - Building electrification and energy efficiency incentives
  - Designated truck routes
  - Tree canopy protection
  - Street sweeping to reduce dust
  - Development standards for buildings and air filtering
  - Education on air pollutants
  - Adopted emissions reduction targets.

Plants and Animals



No significant adverse impacts expected with mitigation.

Likely Impacts

- New development in currently vegetated areas, impacting fish and wildlife habitats
- Increased impervious surfaces affecting aquatic habitats (runoff, heat, less shade)
- Construction could impact habitat through runoff of soils and sediments, equipment spills, and noise
- **Alternative 1 has the highest impacts** due to location of growth and more growth on undeveloped land

Mitigation Options

- New climate policies and updated critical areas regulations in Alternatives 2 and 3 and the Preferred Alternative
- Potential measures:
  - More program resources for tree canopy cover
  - Incentives for habitat conservation
  - Land acquisition in key areas
  - Adaptive management policies for critical areas and shorelines
  - Code that limits clearing and soil disturbance

Land Use Patterns and Urban Form



All the alternatives have the potential for significant adverse impacts to cultural resources.

No unavoidable significant adverse impacts expected to land use, urban form, and environmental justice.

Likely Impacts

- Highest levels of growth in areas that are already higher intensity
- Greater development intensity over time due to infill
- More middle housing types and ADUs
- Some tree, noise, shadow, view, potential historic and archeological resource impacts
- Alternatives 2 and 3 and the Preferred Alternative update neighborhood and urban design policies, and add climate policies, to address development compatibility, investments in amenities, and climate resilience

Mitigation Options

- Spokane Municipal Code regulations for land use, urban form, and historic preservation
- Potential measures:
  - Apply historic and cultural resources discovery policies to full city limits
  - Construction noise rules and other noise standards
  - Additional development standards for light and shading
  - Investments to reduce heat and noise
  - Citywide historic preservation plan and pre-project historic and cultural resource review

Population, Employment, and Housing



No significant adverse impacts expected with mitigation.

Likely Impacts

- Some housing policy and code changes from the Housing Action Plan
- More jobs in Northeast Spokane and Center City
- Inadequate housing capacity to meet targets for lower income bands (under 80% Area Median Income) under Alternative 1
- More opportunities for moderate and high intensity residential and mixed-use development in Alternatives 2 and 3 and the Preferred Alternative
- More housing displacement impacts under Alternatives 2 and 3 and the Preferred Alternative, but greater housing production and diversity
- Higher jobs to housing ratio than current in Alternatives 1 and 3
- **Alternative 1 has the highest impacts**

Mitigation Options

- Updates to comprehensive plan under Alternatives 2 and 3 and the Preferred Alternative to address housing targets for all incomes, displacement, racially disparate impacts, and housing barriers
- Spokane Housing Action Plan strategies
- StartUp Spokane program for business resources
- Potential measures:
  - Rental Assistance Fund
  - Public Development Authority
  - Land banking
  - Use of development agreements
  - Minimum density requirements
  - Incentives for affordable commercial tenant space
  - Other measures as detailed in EIS section 3.5.3

Relationship to Plans, Policies, and Regulations



No significant adverse impacts expected with mitigation.

Likely Impacts

- All alternatives accommodate citywide growth targets
- **Alternative 1 has the highest impacts** due to inadequate housing capacity for lower income bands (under 80% Area Median Income)
- Alternatives 2 and 3 and the Preferred Alternative are better aligned with state requirements and regional, county, and local plans

Mitigation Options

- Alternatives 2 and 3 and the Preferred Alternative meet housing targets at all income levels and address other state requirements for the periodic update, including housing and climate planning

Transportation



No significant adverse impacts expected with mitigation.

Likely Impacts

- All alternatives would continue making pedestrian improvements but Alternatives 2 and 3 and the Preferred Alternative may accelerate them
- All alternatives would continue making bicycle improvements
- Alternative 1 has the highest vehicle miles traveled per capita
- Alternatives 2 and 3 and the Preferred Alternative would be expected to have a slightly higher share of walking
- All alternatives would have impacts on road intersection levels of service

Mitigation Options

- Planned roadway and transit improvements including Transportation Facilities Plan
- Transportation impact fee program
- Potential measures:
  - Vehicle miles travelled per capita reduction strategies
  - Transportation Demand Strategies to encourage carpooling, vanpooling, transit, walking, biking, and telework
  - Transportation Systems Management and Operations and signal timing
  - Agency partnerships

Public Services



No significant adverse impacts expected with mitigation.

Likely Impacts

- Increased demand for police, fire/emergency medical services, schools, parks, libraries, and solid waste
- Alternative 1 would increase demand in the Center City, existing centers and corridors, and less developed areas
- Alternatives 2 and 3 and the Preferred Alternative would reinforce growth in already developed areas
- Mead School District would see more student growth under Alternative 1 and Spokane School District would see less

Mitigation Options

- Updated Comprehensive Plan, Capital Facilities Plan, and other policies support public services planning
- An increased local sales and use tax to support a Public Safety Tax became effective April 1, 2025
- Wildland fuels reduction program
- Emergency management programs
- New climate policies under Alternatives 2 and 3 and the Preferred Alternative addressing Community Resilience
- Potential measures:
  - Impact fees for schools, parks, and fire protection
  - Parks fee-in-lieu program
  - Parkland dedication opportunities in key locations
  - Partnerships for education and childcare spaces and parks and natural lands

Utilities



No significant adverse impacts expected with mitigation.

Likely Impacts

- Increased demand for utilities due to growth
- Increased concentration of utility users under Alternatives 2 and 3 and the Preferred Alternative (better efficiency, but potential upgrades needed for energy, water, and sewer)
- Specific upgrades needed would vary by alternative based on location of growth

Mitigation Options

- City water conservation programs
- Ongoing planning for water and wastewater systems to address growth and changing demand
- Regular energy planning with Avista
- Potential measures:
  - More local energy resources
  - Energy-efficiency infrastructure
  - Upgraded stormwater infrastructure
  - Minimizing runoff
  - Protection of critical aquifer recharge areas
  - Continue to transition areas with combined sewers to separate stormwater and sewer facilities

Next Steps

The City of Spokane anticipates adoption of the updated Comprehensive Plan by early 2027. As the plan is reviewed by the Plan Commission and City Council, there will be opportunities for public comment. Please see the project website for more information and ways to participate in the periodic update and future code preparation efforts: https://my.spokanecity.org/planspokane/.



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.

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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 scheduled 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.

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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 votes with the names and number of members for and against, as well as the names of any members abstaining.

7.2 The Secretary records the specific wording of the motion in the minutes as it

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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

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approve, change, cancel or reschedule to another meeting, the hearings an business to the 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 ayes 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.

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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.

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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.

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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.

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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

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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

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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: Greg Francis
Greg Francis (Apr 19, 2024 19:29 PDT)
_____
President

Attest: Approved as to form:

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Secretary	James Richman James Richman (Apr 19, 2024 10:21 PDT) Assistant City Attorney

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PLAN COMMISSION HEARING PROCEDURES

The following rules of decorum by the public will be observed and adhered to during Plan Commission Hearings:

1. **Please silence your cell phones when entering the Council Chambers.**
2. **No clapping, cheering or booing.**
3. **No public outbursts.**
4. **The President may impose time limits for individual *public* comments to between three and five minutes. If a group of ten or more people present at the time of testimony sign up to consolidate their time to allow one representative to testify on their behalf, that representative will be allowed 15 minutes to testify. Questions asked by the Plan Commission, and responses to those questions shall not be counted toward the 15 minute time limit. Those people signed up such a "group presentation" will not be allowed to testify, and may only sign up for one such group presentation at any given hearing. Procedures/sign-up sheets for group presentations are available in the rear of Council Chambers.**
5. **All persons and/or commission members shall wait to be recognized by the President before speaking.**
6. **Persons testifying are asked to avoid repetition and limit comments to specific project and code compliance.**
7. **Each speaker shall follow all instructions from the President so that his/her remarks may be heard, understood and recorded.**
8. **All comments to the Plan Commission shall be directed to the Secretary to be appropriately entered into the public record. This includes oral, written, and email comments.**
9. **No modes of expression not provided by these rules, including but not limited to demonstrations, banners, applause, profanity, vulgar language, or personal insults will be permitted. In the event such disorders persist, the President may require the removal of the instigator(s), recess or adjourn the meeting.**

The hearing process:

- All persons wishing to speak at the hearing shall print his or her name and address on the sheet provided, and verbally identify him/herself by name and, if appropriate, representative capacity.
- The President opens the hearing and reads the Public Hearing procedures.
- Staff or the Secretary introduce the project or describe the matter under consideration.
- Staff answers any questions the Commission may have.
- The applicant and/or his representative(s) will be provided sufficient time to present their application, respond to the staff report and public comment, address review and decision criteria, and answers any questions the Commission may have.
- The President invites public testimony. The President or Secretary will call each person who has signed up to testify by name. Each person testifying shall state their name for the record at the beginning of testimony.
- The President may limit the amount of time allowed by each person wishing to provide public testimony. For group presentations, a minimum of ten people who have signed up for that group presentation must be present at the time the group is called, in order for 15 minutes to be allotted to their representative.
- Once all public testimony has been heard, the Applicant will have the opportunity to rebut public testimony. Only information directly addressing comments made by the general public will be allowed.
- There is no public testimony allowed following rebuttal.
- The President closes the hearing to further testimony.
- The Commission may begin deliberations at this time, or may continue the deliberations to a date and time certain.
- The Commissioners shall endeavor to explain their reasoning during the deliberations, and prior to voting.
- 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 sign a written decision prepared by staff on behalf of the Commission, which shall set forth the Commission's findings, conclusions and recommendations on the matter.

Adopted August 24, 2016

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