

**SPECIAL MEETING NOTICE/AGENDA OF THE
SPOKANE PLAN COMMISSION CHAPTER REVIEW SUBCOMMITTEE**

**MEETING OF TUESDAY, DECEMBER 9, 2025
10:30 A.M. – CITY HALL THIRD FLOOR, CONFERENCE ROOM 3B**

The Spokane Plan Commission Chapter Review Subcommittee will be holding a Special Meeting at 10:30 a.m. on Tuesday, December 9, 2025, in the City Hall 3rd Floor Conference Room 3B at 808 W. Spokane Falls Boulevard, Spokane, WA. The purpose of the meeting is to consider and discuss items on the attached agenda.

The special meeting will be open to the public.

SEE ATTACHED AGENDA



Spencer Gardner
Planning Director

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.






Special Meeting Notice

Final Audit Report

2025-12-01

Created:	2025-12-01
By:	Emily King (eking@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAnPpHTguSRcU61e9LEjBBHn2qs17WFyMs

"Special Meeting Notice" History

-  Document created by Emily King (eking@spokanecity.org)
2025-12-01 - 8:17:07 PM GMT
-  Document emailed to Spencer Gardner (sgardner@spokanecity.org) for signature
2025-12-01 - 8:17:42 PM GMT
-  Email viewed by Spencer Gardner (sgardner@spokanecity.org)
2025-12-01 - 8:47:08 PM GMT
-  Document e-signed by Spencer Gardner (sgardner@spokanecity.org)
Signature Date: 2025-12-01 - 8:47:21 PM GMT - Time Source: server
-  Agreement completed.
2025-12-01 - 8:47:21 PM GMT



Spokane Plan Commission Chapter Review Subcommittee Agenda

Special Meeting

Tuesday, December 09, 2025

10:30 AM

Hybrid – City Hall 3rd Floor, Conference Room B/ Microsoft Teams
808 W Spokane Falls Blvd, Spokane, WA 99201

Chapters:

Capital Facilities & Utilities Element

Group 5 Members: Jesse Bank, Greg Francis, Tyler Tamoush

Virtual Meeting Link - See Next Page for Information

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Subcommittee Briefing Session:

10:30 – 10:40	1. Roll Call 2. Introduction 3. Approval of current agenda	Planning Staff Tyler Kimbrell All
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Agenda:

10:40 – 12:00	1. Capital Facilities & Utilities Element	Tyler Kimbrell
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Adjournment: The next scheduled Plan Commission Chapter Review Subcommittee meeting will be held on Tuesday, December 9, 2025.

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

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Plan Commission Chapter Review Subcommittee Meeting Information

Tuesday, December 09, 2025

Plan Commission Subcommittee will be held in a hybrid in-person / virtual format. Members of the public are welcome to attend in person at City Hall or online using the following information.

Microsoft Teams

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 279 111 196 411 9

Passcode: gn97Ej6s

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

Join with a video conferencing device

cityofspokane@m.webex.com

Video Conference ID: 113 822 263 5

[Alternate VTC instructions](#)

Or call in (audio only)

[+1 323-618-1887](tel:+13236181887), [689367292#](tel:+1689367292) United States, Los Angeles

Phone conference ID: 689 367 292#

[Find a local number](#)

Meeting ID:
279 111 196 411 9

Passcode:
j4bw7j2m

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: planspokane@spokanecity.org. Written public comments will be accepted up to one hour prior to the start of the meeting.

The audio proceedings of the Plan Commission Chapter Review Subcommittee meetings will be recorded and are available online.

Introduction and Guidelines

The following chapter provides the goals and policies meant to guide growth and development in the City of Spokane through the lens of the **Capital Facilities & Utilities** element. While reviewing this document, it helps to keep a few things in mind:

1. PlanSpokane 2046 is NOT an entirely new document. The existing Comprehensive Plan and ongoing community engagement were the foundation of this document, along with adopted plans, state legislation, and new engagement informing proposed changes.
2. The current Comprehensive Plan, Shaping Spokane, can be found at shapingspokane.org. Readers may refer to that document if they wish to see the existing chapter language.
3. The Vision and Values, previously found in each chapter, are being combined into a single unified vision for the City. Accordingly, those sections of the chapters do not appear in this document.
4. Many policies in the existing plan include “discussion” below the policy. Where those discussions do not provide a better understanding or clarification of the policy, they have been removed from this new document or the language in that discussion has been incorporated into the policy language itself. These removals are not identified specifically here.
5. The plan has undergone a review and minor edits throughout. Terms have been updated, language has been streamlined, and many small changes have been made to increase readability and understanding. Minor wording changes aren’t marked directly to make sure the proposed language is as clear as possible, but any large updates may be identified.
6. A range of helpful notes are provided in the sidebar to the right—these are not part of the proposed text, rather they help readers understand certain proposed changes.
7. The [Climate Planning effort](#) is still ongoing and may affect the language in the chapter later on. Places where we anticipate this *might* occur will be marked with the appropriate icon (see at right).
8. Work towards understanding Racially Disparate Impacts and Displacement is ongoing and may likewise have an impact on the language in this chapter. Where we anticipate this happening, an icon has been included (see at right).
9. Some policies or goals from the past versions of the Comprehensive Plan may have been omitted. If they have been combined with other

The following icons will appear where:



General information or notation is provided, clarifying changes to the existing text.



Language was streamlined or condensed. Minor changes won’t be marked.



New text or policy was added, not sourced from the current plan.



Two or more policies in the existing plan were combined into one.



A policy or language was added because of a change in state law requirements.



Climate and Resiliency work might impact this language in the future.



Racially Disparate Impacts or Displacement work may impact this language in the future.



Text, goals, or policies were removed—a reason will be provided.

policies or goals, there will be an icon and description in the blue margin. Where policies or goals have been removed entirely, they are listed at the end in their own section.

The currently proposed language for this chapter begins on the following page. Please be sure to note the “version date” at the bottom of the page as we anticipate future changes as this effort evolves.

Capital Facilities & Utilities

Introduction

Capital facilities & utilities provide services that are essential to a community and its ability to grow. Capital facilities include, at a minimum, water systems, sanitary sewer systems, stormwater facilities, reclaimed water facilities, schools, parks and recreational facilities, police and fire protection facilities. Utilities consist of electrical lines, telecommunication lines, and natural gas lines. The purpose of this Element is to guide the coordination of anticipated growth and development of these crucial services.

The Capital Facilities Element, as required by the Growth Management Act, (GMA) consists of three main parts. The first is the Capital Facilities Chapter, which details provide the goals and policies for capital facilities. Second is the Capital Facilities Plan, which is the twenty-year facilities plan and level of service standards. Third is the Capital improvement Program, which is a six-year budget and implementation plan for capital facilities.

Capital Facilities Plan

The Capital Facilities Plan (CFP) establishes the City's goals and policies related to capital facilities, provides the long-range work program for capital facilities, carries out the intent of the Comprehensive Plan, and gives further direction to implement the plan. The CFP contains an inventory of existing and proposed capital facilities, establishes level of service (LOS) standards, identifies long-range facility service capacities and projected deficiencies, and outlines the actions necessary to meet such deficiencies. If a department has prepared a separate plan that provides a more detailed analysis of these elements, the CFP will adopt them by reference and direct the reader to those plans.

Capital Improvement Program

The Capital Improvement Program (CIP) is a CFP implementation tool that identifies public facilities that will be needed within the next six years. The CIP fulfills the GMA requirement for a six-year financing plan, outlining the amount of funding required and its source. The CIP is reviewed for consistency with the Comprehensive Plan and is updated by the Plan Commission and adopted by the City Council annually.

Goals and Policies

Goals and policies provide specificity for planning and decision-making. Overall, they indicate desired directions, accomplishments, or aims in relation to the growth and development of Spokane.



The introduction has been rewritten to clarify the different parts of Capital Facilities. The bulk of the introduction has been integrated with the CFP where most of the detail should live.

Goal: CF-1, Adequate Public Facilities and Services

Provide and maintain adequate public facilities and utility services to protect investments in existing facilities and ensure appropriate levels of service for current and future demand.

Policy: CF-1.1, Level-of-Service

Work with public utility providers, service providers, local governments, and institutions to provide adequate level of service standards to meet a growing demand for services.

Policy: CF-1.2, Capital Improvement Program

Develop and maintain a six-year program for capital improvements to expand service capabilities of capital facilities to meet level of service standards.

Policy: CF-1.3, Maintenance and Adaptive Reuse

Create and maintain an asset management program for capital facilities and utilities and consider rehabilitation and renovation of existing facilities.

Policy: CF-1.4, Concurrency

Ensure public facilities and services necessary to support development are adequate to serve that development at the time it is available for occupancy and use, without decreasing service levels below locally established minimum standards.

Policy: CF-1.5, Capacity Monitoring

Maintain a system or program for monitoring, allocating, and reserving public facility and service capacity to meet concurrency requirements.

Policy: CF-1.6, Future Needs Assessment

Create and maintain a twenty-year capital facility plan to ensure that adequate public facilities and services needed to support development and protect the environment are available when service demands occur.

Policy: CF-1.7, Capital Facility Allocation

Capital facilities should be strategically coordinated with land use and development trends and prioritized where more intense land use is anticipated.

Goal: CF-2, Coordination

Promote contiguous, orderly development, access and provision of urban services through the local and regional coordination of capital facilities and utilities.



Language was amended to promote collaboration with facility and utility providers.



Previously "CFU1.2 Operational Efficiency" minor language changes.



CFU1.3, Maintenance and CFU1.4, Use of Existing Structures were combined.



CF-1.4, Concurrency was previously Goal CFU2, Concurrency.



Previously "CFU2.2 Concurrency Management System" Broadened language to be more flexible.



Previously "CFU1.6 Management Plans." Amended language from removed policy "CFU2.2 Concurrency Management System"



Previously "CFU2.3 Phasing of Services" and amended to broaden the policy language.



Previously Goal: CFU3, Coordination

Policy: CF-2.1, Special Purpose Districts

Work with special purpose districts within the adjacent Urban Growth Area (UGA) to address topics such as fiscal impacts, revenue sharing, use of existing facilities, and level of service standards.

Policy: CF-2.2, Utility Notification

Facilitate the coordination of public and private utility activities by giving interested utilities timely notification of projects that would afford them an opportunity for utility installation and maintenance.

Policy: CF-2.3, Utility Permits

Consider utility permits simultaneously with the proposals requesting service and, when possible, approve utility permits when the project to be served is approved.

Policy: CF-2.4, Regional Coordination

Work with adjacent capital facility and utility providers to develop a process that ensures there is no conflict between each jurisdiction's capital facility and utility plans as to not inadvertently obstruct or diminish level of service standards.

Policy: CF-2.5, Limitation of Services Outside Urban Growth Areas

Limit the provision of water and sewer service by the City of Spokane outside Urban Growth Areas (UGAs) to areas where, in limited circumstances, they are shown to be necessary to protect basic public health and safety and the environment and when such services are financially supportable at rural densities and do not permit urban development.

Policy: CF-2.6, Expansion Outside Urban Growth Areas

Expansion of capital facilities and utilities outside of the urban growth area should meet strict financial and development related requirements.

Policy: CF-2.7, Access to Utility Easements

Ensure access to utilities is maintained for periodic repair and maintenance through coordination between the City and utility companies while also considering the usability of the lot for atypical construction.

Policy: CF-2.8, Underground Utilities

Require new utility lines to be installed underground and coordinate with utility providers and residents to encourage the conversion of existing overhead distribution lines to underground lines, unless physically infeasible, to increase climate resilience and to improve the cityscape.



Previously CU3.1, changed language to be more collaborative.



Previously titled "Utility Installations."



Previously CU2.7, Utility Permits



Previously titled "Utilities Coordination," facility siting language moved to CF-3.6.



Previously CU3.6, incorporated policy and discussion language.



New policy extracted from the discussion of policy CU3.6, Limitations of Services Outside UGA



Previously policy CU4.2, amended to consider atypical construction or lot configuration.



Previously CU4.3, incorporated discussion of the original policy.

Goal: CF-3, Climate Resiliency, Sustainability, and Equity

Minimize impacts to the environment, public health, and safety through the timely and careful siting and use of capital facilities and utilities.

Policy: CF 3.1, On-Site Wastewater Disposal

Prohibit on-site septic wastewater disposal within the City's wastewater service area to reduce groundwater contamination.

Policy: CF 3.2, Water Conservation

Encourage public and private efforts to conserve water through programs and education that respond to community concerns regarding fire safety, drinking water, and ecosystems.

Policy: CF 3.3, Stormwater

Implement development regulations and the Stormwater Management Plan to reduce impacts from urban runoff.

Policy: CF 3.4, Ground Water Quality

Monitor and manage ground water to ensure clean water is available for drinking and ecosystem services.

Policy: CF 3.5, Waste Reduction and Recycling

Provide integrated, efficient, and economical solid waste management services in a manner that encourages and promotes waste reduction and recycling and minimizes environmental and public health impacts.

Policy: CF 3.6, Facility Siting

Encourage utilities to base their facility siting decisions on best available science for climate and human health impacts including co-locating utilities and telecommunication facilities and the use of existing structures where possible to preserve urban land.

Policy: CF-3.7, Sustainable Construction

Ensure that construction standards for public and private utilities and facilities use best practices to mitigate the potential impacts of climate hazards and reduce greenhouse gas emissions where possible during construction.

Policy: CF-3.8, Greenhouse Gas Accounting

Encourage the consideration of greenhouse gas emissions, climate resiliency, and impacts on vulnerable populations in the cost benefit analysis of public and private utility and facility development.



Previously Goal CFU-5
Environmental Concern



Amended to clarify this affects lots that the City serves.



Amended to add programs and education.



Added development regulations.



Added reasoning to monitor and manage ground water.



Previously Policy CFU-5.5



Broadened policy language of CFU 5.6, Power-Frequency Magnetic Fields and CFU-5.7, Telecommunications Structures



Previously Policy CFU-1.5, Utility Construction Standards. Amended to expand climate language.



Previously Policy CFU-1.8, Intangible Costs and Benefits. Amended to expand climate language.

Goal: CF-4, Community

Use capital facilities and utilities to support community redevelopment and climate preparedness.

Policy: CF-4.1, Community Investment

Provide capital facilities and utility services strategically to encourage and support the development and redevelopment of underserved areas including prioritization of communities with historic disinvestment, facilities beyond their useful life, and areas where public investment is likely to promote private investment.

Policy: CF-4.2, Multi-use Public Facilities

Encourage the acquisition and development of facilities for public and quasi-public purposes that are of suitable to meet current and future needs and allow for multiple uses to promote cost effectiveness and coordination among public services.

Policy: CF-4.3, Climate Disaster Planning

Participate in and expand a coordinated community plan for the provision of public services in the event of climate disasters considering the disproportional effects on vulnerable communities and ensuring there is equitable access to communications and facilities in the event of a climate disaster.

Goal: CF-5, Financial Responsibility and Fees

Ensure that planned capital facilities and utilities are financially feasible and that fees are commensurate with impact from development.

Policy: CF-5.1, Funding

Identify and pursue all practical and equitable ways to fund the capital improvement projects necessary to serve existing and future development.

Policy: CF-5.2, Funding Shortfalls

Reassess the land use element and other elements if probable funding falls short of meeting existing needs to ensure that development patterns and level of service standards remain consistent with financing capabilities related to capital facilities plans. If reassessment identifies a lack of adequate public facilities, the City may employ various strategies to address the shortfall including, but not limited to, reducing demand through demand management strategies, increasing revenue, and redirecting growth to make better use of existing facilities.



Previously Goal CU-6 Multiple Objectives. Policies had elements of community therefore the goal was renamed “Community.”



Previously CU-6.1, Community Revitalization. Expanded discussion of investing in underserved areas.



Previously CU-6.3 Join Use of Public Sites. Expanded to include more opportunities for colocation of facilities.



New policy added based on feedback wanting a coordinated strategy for climate disaster related communications and resources hubs.



Goal added to house multiple existing funding policies.



Previously Policy CU-1.7



Previously Policy CU-2.6, additional language added to clarify possible strategies in the event there is a funding shortfall as detailed in State law.

Policy: CF-5.3, Fees

Asses an adequate allocation of the costs associated with serving development including impact, latecomer, and special connection fees to ensure costs associated with project-specific improvements are paid by those benefiting from the improvement.

Policy: CF-5.4, Impact Fees

Impose impact fees on development, in accordance with state law, as part of the financing for public facilities and provide a balance between those fees and other sources of public funds.

Policy: CF-5.5, Exemptions from Impact Fees

The City may grant exemptions to impacts fees, in accordance with state law, to development activities that serve a broad public purpose such as low-income housing development.

POLICIES REMOVED FROM THE TEXT:

The following policies have been removed from the text, largely due to redundancy, unclear goals/success, and similar factors.

Policy: CFU-1.5, Utility Construction Standards

Ensure that construction standards for public and private utilities are adequate to withstand the anticipated frequency and severity of natural and man-made hazards.

Policy: CFU-1.8, Intangible Costs and Benefits

Include intangible costs and benefits in any cost/benefit analysis when considering the development and life span of proposed capital facilities.

Policy: CFU-1.9, Public Safety Capital Funding Plans

Strive to establish separate capital funding plans for police and fire services to ensure that capital requirements will be met without negative impact upon staffing and level of service.

Goal: CFU-2, Concurrency

Ensure that those public facilities and services necessary to support development are adequate to serve the development and available when the service demands of development occur without decreasing current service levels below locally established minimum standards.



Language was sourced from the discussion of previous policy CFU-2.3, Phasing of Services.



Previously policy CFU-2.4, language modified slightly.



Previously policy CFU-2.5, language modified slightly.



CFU-1.5 moved to CF-3.7, Sustainable Construction and added additional climate language.



CFU-1.8 made more explicit through CF-3.8, Greenhouse Gas Accounting.



CFU-1.9 removed, police and fire services are funded through the CIP and not a separate funding plan.



CFU-2, Concurrency was rewritten as a policy.

Policy: CFU-2.1, Available Public Facilities

Consider that the requirement for concurrent availability of public facilities and utility services is met when adequate services and facilities are in existence at the time the development is ready for occupancy and use, in the case of water, wastewater and solid waste, and at least a financial commitment is in place at the time of development approval to provide all other public services within six years.

Policy: CFU-2.2, Concurrency Management System

Maintain a concurrency management system for all capital facilities.

Policy: CFU-2.3, Phasing of Services

Develop and implement a phasing schedule for the provision of services within the Urban Growth Area that is reflected in six-year capital improvement plans and strategically coordinates planned service levels with anticipated land use and development trends.

Policy: CFU-3.5, Uniformity of Standards

Collaborate with Spokane County to ensure that the City of Spokane's engineering, land use and related level of service standards are applied throughout the adjacent Urban Growth Area (UGA).

Policy: CFU-4.1, Compact Development

Promote compact areas of concentrated development in designated centers to facilitate economical and efficient provision of utilities, public facilities, and services.



CFU-2.1 removed, this is a requirement of concurrency.



CFU-2.2, rewritten as policy CF-1.5, Capacity Monitoring.



CFU-2.3, rewritten as policy CF-1.7, Capital Facility Allocation.



CFU-3.5, included in the new policy CF-2.4, Regional Coordination.



CFU-4.1 removed, this is a land use policy.