

Spokane Plan Commission

February 14, 2018

Meeting Minutes: Meeting called to order at 2:10 pm

Workshop Attendance:

- Commission Members Present: Dennis Dellwo, President; Todd Beyreuther, Vice-President; Michael Baker; Christopher Batten; John Dietzman; Patricia Kienholz; Community Assembly Liaison - Greg Francis.
- Commission Members Absent: Sylvia St. Clair, Carole Shook.
- Quorum met.
- Staff Members Present: Lisa Key, Jacqui Halvorson

Public Comment:

- None

Briefing Session:

1. January 24, 2018 meeting minutes. The Chair entertained a motion to approve the January 24th Minutes; John Dietzman moved to approve; Todd Beyruether seconded. The minutes were approved unanimously.
 - The Chair entertained a Motion to approve the Findings, Conclusions and Recommendations for the Historic Preservation Demolition Ordinance summarized and submitted by the Secretary, Lisa Key. Todd Beyreuther moved to approve; John Dietzman Seconded. No comments or amendments. Motion Passed 4 to 2.
2. City Council Report: Jacob Fraley, Legislative Aid to Councilmember Kinnear, spoke on behalf of CM Kinnear.

Jacob summarized how the City Council adopted and passed the Historic Preservation Demolition Ordinance by a vote of 6 to 1. The ordinance that the Council considered reflected all of the Plan Commission recommended amendments; however, CM Kinnear subsequently put forward three motions to that language, which would:

 - 1.) Revert from the PC recommended amendment requiring notices be sent by registered mail, back to the original language, requiring notification by First Class USPS. That motion passed 5-2.
 - 2.) Revert from the PC recommended amendment that no less than three posting signs at three points of entry to a proposed historic district be required, to amend that recommendation to say “one sign posted at a central location”. That motion passed 5-2.
 - 3.) Revert from the PC recommended 60 percent threshold for the adoption of an historic district back to the *simple majority* threshold of 50 percent. That motion passed 5-2.

The final ordinance that passed reflects these three motions.
3. Community Assembly Liaison Report - Greg Francis
 - Greg was unable to attend the CA meetings in January and February but understands they don't have any land use concerns at this time.
 - Lisa Key and Kevin Friebott will be meeting with the CA Land Use Committee tomorrow, February 15th. Kevin will present on the Building Height amendment along Spokane Falls Blvd; and Lisa will discuss the Infill Strategic Action Plan.
4. Transportation Sub-Committee Report -John Dietzman
 - The PTCS met last week, and this was the second session that was spent on selecting projects to recommend to the PC for inclusion in the 6 Year Transportation Plan out to 2024. Brandon Blankenagle will be going through that selection process later during this

meeting. The PCTS vote was unanimous on the selected projects. Design Standards for biking and pedestrians was also reviewed.

- Review of the 6-year Transportation Plan and reconciliation of projects from last year's list will continue at the next PCTS meeting. The Street Standards update may also be reviewed if there is time.

5. Secretary Report- Lisa Key

- Since the Joint PC/CC meeting held on January 25th, a 2018 Plan Commission/City Council meeting schedule has been sent out, and Jacqui Halvorson has sent the PC/CC 2018 meeting dates on the Outlook calendar.
- The NSC placemaking charrettes will be held on various Saturdays in February and March for the following neighborhoods:
 - Bemus and Whitman, February 24th, 10-2 at the Northeast Community Center (NECC);
 - Minnehaha, March 10, 10-2 at the NECC,
 - Hillyard, March 24th, 10-2 at Shaw Middle School; and
 - Children of the Sun Trail, which spans all neighborhoods in the corridor, will be held Saturday March 31, 10-2 at the East Central Community Center.
- At the last PC meeting there was some discussion about conversations that take place with the public outside of the PC meetings by PC members, and it was clarified that this was a general comment related to our Plan Commission's *Rules of Procedure*. A few reminders:
 - It was recommended that Rule 10 (Code of Conduct), and particularly 10.3 and 10.11, be read by all.
 - The commissioners were also reminded that they act as a collective and should not be representing their personal opinions on matters before the Plan Commission to the public prior to a PC hearing; and, should also be cognizant that the audience knows when you are speaking as an individual or as a representative of the PC.
 - Ex parte communication, and the quasi-judicial element of a governing body was also discussed, noting that most of what the PC deals with is legislative.
 - If you receive any written information or comments that effect your decision on a matter before the Plan Commission, you should provide that information to Lisa to disseminate to the other PC members.
 - If there is a perceived conflict of interest, you should consider recusing yourself, or present the matter to the Plan Commission for their determination, as provided for in the rules.
 - Plan Commissioner are subject to RCW 42.36 (the Appearance of Fairness Doctrine).
 - PC members were encouraged to review Title 4 of the SMC and understand what their role is, as established by City Code.
 - It was suggested that the PC have a separate meeting to further discuss these rules with James Richman.
 - This is guidance that all PC members should be clear on, especially for the new PC members.

Workshops:

6 Year Comprehensive Street Program Update - Brandon Blankenagle

Brandon gave a PowerPoint presentation on the 6 Year Comprehensive Street Program. In support of the State Growth Management Act and the City of Spokane's Comprehensive Plan, the City must maintain 6-year capital financing plans for certain providers of public facilities and services. Accordingly, the City must maintain a 6-year capital financing plan for its capital street program. Pursuant to RCW 35.77.010 the capital street program must be adopted before July 1 of each year, and filed with the Secretary of Transportation not later than 30 days after adoption. To determine the plan's consistency with the Comprehensive Plan, it is scrutinized by the City Plan Commission. The Commission then makes a recommendation to the City Council as to the plan's consistency with the Comprehensive Plan, and the City Council then accepts or modifies the plan accordingly. Projects are either maintenance projects, or capital projects and reconstruction. Brandon reviewed the prioritization matrix tool that is used as a starting place for the conversation in the project selection process; he also discussed the selection criteria and grant funding. The PCTS tries to spread projects throughout all three legislative districts, and tries not to focus too many projects in one area of any district.

- Questions asked and answered.

North Spokane Corridor Placemaking Process - Char Kay (WSDOT) and Louis Meuler

Char and Louis gave a presentation on the North Spokane Corridor Placemaking process. The Washington State Transportation Secretary toured the site and asked how the neighborhoods would be impacted by this project. This was a green light for placemaking.

- The Placemaking process capitalizes on a community's assets. One of the principles of placemaking is that the community is the expert. Also discussed was the concept of 'placekeeping', or how to continue to activate, maintain and utilize these places.
 - Discussion included economic development, maintaining the fabric of the existing neighborhoods, vacated streets and closures, clean-up of the black tank and other contaminated sites by previous owners, relocating the old rail line, funding sources, cataloging of public art in the corridor, and how to design public spaces so they interface with the communities. The City has also saved money by using dirt removed from the CSO tank sites for the NSC berm.
 - EWU planning students have been assisting with community outreach, and explained that this will be an on-going process well into 2020.
 - The four charrettes will use the community to identify the top ten spaces to focus on what they consider special; and will also reach out to our diverse communities.
- Questions asked and answered.

Capital Facilities Comprehensive Plan Chapter Update- Marcia Davis and Louis Meuler

Marcia and Louis gave a presentation on the Capital Facilities Comprehensive Plan Chapter Update. They will be working on the utility element of the 20-Year plan for LINK Spokane. This began by updating the Transportation Chapter 4 of the Comprehensive Plan, and will now focus on water, sewer and stormwater utilities in Chapter 5. Points made: Every project that comes forward for a charter gets reviewed from an integration standpoint; future challenges and opportunities including climate change and growth factors; the department is using new technology to test for pipe leaks (water and sewer); for thickness/condition of pipes, and for surface contamination; looking at how to best engage the public, which will likely follow the Comprehensive Plan style of engagement utilizing subcommittees due to the size of the project; private utilities will be asked to engage in the discussion later in the process; and the project schedule was reviewed.

- Questions asked and answered.

Items of Interest

Patricia encouraged the PC members to attend the City Council Committee meetings Monday at 1:15 PM, and the PCTS on the first Tuesday of the month; or watch these meetings on TV.

Lisa asked the PC members to give some thought as to what agenda items they would like to add to the four annual PC and CC joint meetings.

Patricia indicated that some boards approve/review the agenda prior to the meetings, and asked about the protocol to add something to the agenda. It was noted that as soon as you are aware of a new agenda item bring it up during the *Items of Interest* agenda discussion at the PC meetings, and after review and approval by the PC, will be added to the Agenda Management list. Or for a critical item in-between meetings, forward agenda items to Lisa or Denny. It was also noted that the PC can ask questions of the staff at any time.

The next Plan Commission meeting is scheduled for February 28, 2018.

Meeting adjourned 4:20 PM.