

**Urban Experience Committee  
Agenda for 1:15 p.m. Monday, May 8, 2023**

The Spokane City Council's Urban Experience Committee meeting will be held at **1:15 p.m. on May 8, 2023**, in City Council Chambers, located on the lower level of City Hall at 808 W. Spokane Falls Blvd. The meeting can also be accessed live at [my.spokanecity.org/citycable5/live/](https://my.spokanecity.org/citycable5/live/) and [www.facebook.com/spokanecitycouncil](https://www.facebook.com/spokanecitycouncil) or by calling 1-408-418-9388 and entering the access code #2498 909 7516; meeting password 0320.

The meeting will be conducted in a standing committee format. Because a quorum of the City Council may be present, the standing committee meeting will be conducted as a committee of the whole council. The Urban Experience Committee meeting is regularly held every 2<sup>nd</sup> Monday of each month at 1:15 p.m. unless otherwise posted.

The meeting will be open to the public both virtually and in person, with the possibility of moving or reconvening into executive session only with members of the City Council and appropriate staff. No legislative action will be taken. No public testimony will be taken, and discussion will be limited to appropriate officials and staff.

**AGENDA ATTACHED**

**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 Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6383, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [dmoss@spokanecity.org](mailto:dmoss@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.

## Agenda - 8 May 2023

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### 1 Call to Order

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### 2 Approval of Minutes

Approval of April 10, 2023, meeting minutes

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### 3 Discussion Items

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#### 3.1 Time Extension - BOCA Interim Zoning Ordinance Sponsors: Wilkerson, Cathcart

5 min  
*Freibott, Kevin*

A proposed ordinance to extend the expiration of the Building Opportunity and Choices for All interim zoning ordinance for a period of five months, until December 18, 2023. This will provide adequate time to complete the development of a permanent replacement for the interim ordinance.

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#### 3.2 WQTIF Funding Request--Affordable Housing Sponsors: Stratton, Zappone

5 min  
*Freibott, Kevin*

Habitat for Humanity has requested up to \$500,000 in West Quadrant TIF funding for the purposes of helping to purchase homes in West Central for the establishment of permanent affordable housing. Their proposal is recommended by the City's Neighborhood Project Advisory Committee for the TIF (4 to 1). Staff requests permission to add a Resolution to OnBase for Council consideration on May 29.

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#### 3.3 Bicycle Parking Code Update

10 min  
*Kimbrell, Tyler*

Council Sponsors: CP Beggs & CM Zappone, ORD for updating the SMC 17C.230.110 & 17C.230.200

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#### 3.4 Process for Addressing City- Owned Property Sponsors: CP Beggs, CM Stratton

## **4 Consent Items**

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### **4.1 Beacon Hill Development Agreement Amendment #2**

*Stripes, Teri*

At the December 12, 2016, pursuant to Resolution 2018-0097 Council approved Amendment #1 to the Beacon Hill Development Agreement, which extended the current term to September 13, 2023. As that date is approaching the developer has proposed a three-year time extension. Amendment #2 will extend the term to September 13, 2026.

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### **4.2 2 MFTE Conditional Agreements - Lyons Fourplexes and Cambridge Apartments**

*Stripes, Teri*

Staff has determined that the MFTE - **Lyons Fourplexes** Conditional application meets the Project Eligibility defined in SMC 08.15.040 and is located in a previously adopted Residential Target Areas identified in SMC 08.15.030. Once the project is constructed, the applicant intends to finalize as a 8-year Market Rate Exemption. Additionally Staff has determined that the MFTE - **Cambridge Apartments** Conditional application meets the Project Eligibility defined in SMC 08.15.040 and is located in a previously adopted Residential Target Areas identified in SMC 08.15.030. Once the project is constructed, the applicant intends to finalize as a 8-year Market Rate Exemption.

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### **4.3 5100 - Fleet Services Purchase of One (1) JD 625P Loader**

*Prince, Thea, Giddings, Richard*

Council Sponsor: CM Stratton

The Water Department would like to purchase a John Deere 624P Wheel Loader from Pape Machinery Inc., Spokane WA using Sourcewell Contract #032119-JDC.

This piece of equipment will replace a unit that has reached the end of its economic life.

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### **4.4 Contract Amendment**

*Smithson, Lynden, Schoedel, Elizabeth*

Amendment to add additional funds re City of Spokane v. Washington State Dept. of Ecology for our NPDES Appeal.

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**4.5                    2023 Annual Action Plan component of the 2020-2024 Consolidated Plan for Community Development Program, HUD**

*Culton, Richard*

The Department of Housing and Urban Development requires grantees (City of Spokane) to submit an Annual Action Plan every year to receive CDBG, HOME and ESG funds. The 2023 Annual Action Plan provides an overview of the activities that the City of Spokane will fund to achieve the goals and outcomes as outlined in the 2020-2024 Consolidated plan, and to meet the priority needs of the Spokane community. The Annual Action Plan includes sections that outline expected resources, and the funding priorities for the program year (7/1/23 – 6/30/24).

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**5                        Executive Session**

Executive Session may be held or reconvened during any committee meeting.

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**6                        Adjournment**

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**7                        Next Meeting**

The next meeting of the Urban Experience Committee will be held at 1:15 p.m. on June 12, 2023.

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#### Attachments

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#### Attachments

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## **5 - Executive Session**

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## **6 - Adjournment**

**217**

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## **7 - Next Meeting**

**218**

## 1 - Call to Order

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## 2 - Approval of Minutes

Approval of April 10, 2023, meeting minutes

| For Decision

### **Attachments**

[Urban Experience Committee Minutes 04-10-23.docx](#)

**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Urban Experience Committee April 10, 2023**

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**Call to Order:** 1:17 pm.

Recording of the meeting may be viewed here: <https://my.spokanecity.org/citycable5/live/>

**Attendance**

*Committee Members Present:* CM Stratton (Chair), CM Zappone (Vice Chair), CP Beggs, CM Kinnear, CM Cathcart, CM Wilkerson, CM Bingle

*Staff/Others Present:* Hannahlee Allers, Giacobbe Byrd, Nicolette Ocheltree, Candi Davis, Chris Wright, Matt Boston, Steve MacDonald, Stephanie Bishop, Garrett Jones, Howard Delaney, Johnnie Perkins, Colin Tracy, Kim McCollim, Richard Culton, Jenn Cerecedes, Megan Duvall, Jeff Teal, David Steele.

**Approval of Minutes**

- Action taken  
CM Wilkerson moved to approve the minutes of the March 13<sup>th</sup> meeting. The motion was seconded by CM Cathcart  
. The minutes were approved by a vote of 7-0.

**Agenda Items**

**Discussion items**

1. March 2023 Permit Report – Steve MacDonald (5 minutes)
  - Action taken:  
Presentation and discussion only, no action taken.
2. Permit Expiration Time Limit – Dean Giles (10 minutes)
  - Action taken:  
Presentation and discussion only, no action taken.
3. Family Promise Update – Emma Hughes and Joe Ader (20 Minutes)
  - Action taken:  
Presentation and discussion. Sponsored by CM Stratton.
4. Cannon Street Shelter Homeless Respite Facility Resolution – CM Kinnear (5 Minutes)
  - Action taken:  
Presentation and discussion only, no action taken.
5. Nominating Spokane to the Health Equity Zone Program – Alex Gibilisco (5 minutes)
  - Action taken:  
Presentation and discussion. Sponsored by CP Beggs.

### Consent items

1. 5100 – Fleet Pre-Approval for 16 Vehicles/Equipment (Fleet Services)
2. City Wide Value Blanket for Camtek Security Systems (Facilities)
3. Two Multi-Family Tax Exemption (MFTE) Conditional Agreements (Planning & Economic Development)
4. Additional MFTE (Multifamily Tax Exemption) (Planning & Economic Development)
5. EPA Community-wide Assessment Grant Contract Amendment #2 (Planning & Economic Development)
6. CAMTEK – Camera / Equipment Installation Labor Master Contract (Facilities)
7. Infor CAD Software Renewal with Additional Licenses (SFD)
8. YHDP Planning Grant (CHHS)
9. Access Easement – American Tower (Facilities)
10. Site Lease Agreement (DISH Network (Facilities & Water)
11. TransBlue – Contract Amendment for Intermodal Facility – Snow & Ice Removal (Facilities)
12. 5100 – Fleet Purchase of CAT Equipment (Fleet Services)
13. Ninth Part 12D (Water Department)

### Executive Session

None.

### Adjournment

The meeting adjourned at 2:14 p.m.

Prepared by:  
Kelly Thomas

Approved by:

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Councilmember Karen Stratton  
Urban Experience Committee Chair

## 3 - Discussion Items

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### 3.1 - Time Extension - BOCA Interim Zoning Ordinance Sponsors: Wilkerson, Cathcart

*Freibott, Kevin*

A proposed ordinance to extend the expiration of the Building Opportunity and Choices for All interim zoning ordinance for a period of five months, until December 18, 2023. This will provide adequate time to complete the development of a permanent replacement for the interim ordinance.

| For Discussion

#### **Attachments**

[UE Briefing Paper - BOCA Extention.pdf](#)

## Committee Agenda Sheet

### Urban Experience

<b>Submitting Department</b>	Planning & Economic Development Department, Community and Economic Development Division
<b>Contact Name &amp; Phone</b>	Kevin Freibott, 625-6184
<b>Contact Email</b>	<a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a>
<b>Council Sponsor(s)</b>	Council Member Wilkerson, Council Member Cathcart
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion Time Requested: 5 minutes
<b>Agenda Item Name</b>	2022 Building Opportunity & Choices for All Interim Zoning Ordinance
<b>Summary (Background)</b>	<p>Council passed the Building Opportunity and Choices for All (BOCA) interim zoning ordinance, Ordinance No. C36232, on July 18, 2022 as a rapid response to the housing crisis. The interim zoning ordinance incentivized housing construction by, among other things, allowing for up to four units on residential lots citywide and modifying development and design standards to ensure compatibility of new residential with the existing neighborhood scale and context. In addition, the interim ordinance called upon the City to take the year BOCA was in place to develop a permanent replacement following a comprehensive public engagement process. The development of the permanent replacement to BOCA is currently underway and is expected to be completed in the following months.</p> <p>While significant work has been completed towards developing a permanent replacement to BOCA, more is still to be done to ensure that the replacement is well thought out and considers multiple topics around both the Comprehensive Plan and the Municipal Code. It is anticipated that this work will not be completed and considered by Council for adoption until late this year (2023). Staff anticipates that Council will have proposed Comprehensive Plan Amendments to consider in summer and attendant Municipal Code Amendments to consider in late fall.</p> <p>Because this work will not likely be completed until later in 2023, an extension of BOCA for a period of five months, ending December 2023, would ensure that the important changes made by BOCA do not expire before they can be permanently replaced by new ordinances. No change to the effects or requirements of BOCA is proposed at this time, only an extension to its expiration date.</p> <p>The Growth Management Act (RCW 36.70A.390) allows interim ordinances such as BOCA to be extended, provided that an ordinance extending it is adopted by City Council.</p>
<b>Proposed Council Action &amp; Date:</b>	<p>A proposed Ordinance (attached) extending the expiration of the Building Opportunity and Choices for All Ordinance (C36232) by five months to December 18, 2023.</p> <p>A Final Reading and Hearing of this proposed ordinance is requested for May 29, 2023.</p>

**Fiscal Impact:**

Total Cost: \$0

Approved in current year budget? ☐ Yes ☐ No ☒ N/A

Funding Source ☐ One-time ☐ Recurring ☒ N/A

Specify funding source:

Expense Occurrence ☐ One-time ☐ Recurring ☒ N/A

Other budget impacts: None

**Operations Impacts**

*What impacts would the proposal have on historically excluded communities?*

This extension would allow staff to complete development of a permanent replacement for BOCA, which includes consideration of changes to policy and code that would, in part, seek to rectify and correct previous policies and code that have contributed to exclusion of certain parts of the community.

*How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?*

This is only a time extension and would not include or require any new or unique data collection.

*How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?*

This is only a time extension and would not include or require any new or unique data collection.

*Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?*

The extension of BOCA will allow completion of work called for in the original BOCA ordinance, the Spokane Housing Action Plan (HAP), the Council Action Memo appended to the HAP, and the Mayor's Proclamation of a Housing Emergency.

ORDINANCE NO \_\_\_\_\_

AN ORDINANCE EXTENDING AND RENEWING ORDINANCE C36232, AS AMENDED BY ORDINANCE NO. C36296, AN INTERIM ZONING ORDINANCE CODIFIED IN CHAPTER 17C.400 SMC ESTABLISHING INTERIM ZONING REGULATIONS CONCERNING PERMITTING AND ENCOURAGING THE CONSTRUCTION OF LOW-INTENSITY RESIDENTIAL BUILDINGS IN RESIDENTIAL ZONING DISTRICTS AND MULTI-FAMILY HOUSING IN CENTER AND CORRIDOR ZONING DISTRICTS.

WHEREAS, on July 18, 2022 the City Council adopted Ordinance No. C36232, an interim zoning ordinance, to implement actions specified in RCW 36.70A.600(1), and adopting Chapter 17C.400 SMC to increase residential building capacity; and

WHEREAS, on October 24, 2022 the City Council adopted Ordinance No. C36296, amending SMC 17C.400.010 and 17C.400.030 to clarify requirements for airport overlay zones and the siting of parking facilities in relation to streets and residential structures, and declaring an emergency; and

WHEREAS, Ordinance No. C36232, as amended, is currently effective until July 18, 2023; and

WHEREAS, RCW 36.70A.390 authorizes the City to renew interim zoning ordinances adopted for one or more six-month periods if subsequent public hearings are held and findings of fact are made prior to each renewal; and

WHEREAS, pursuant to RCW 36.70A.390, a work plan was initiated to study the interim zoning ordinance and to provide time for public engagement and refinement of regulations before adopting permanent changes to the comprehensive plan and Title 17C SMC; and

WHEREAS, work is underway to comply with the aforementioned work plan and more time is required to prepare proposed permanent amendments asked for by the work plan and interim zoning ordinance; Now, Therefore,

The City of Spokane does ordain:

Section 1. Findings of Fact. The preambles to Ordinance No. C36232, Ordinance No. C36296, and to this Ordinance are adopted as the City Council's findings of fact in support of the above-mentioned interim zoning regulations and the extension adopted herein.

Section 2. Interim Zoning Ordinance Extension. The interim zoning ordinance, as amended, which is codified in Chapter 17C.400 SMC shall be extended a period of five-months (effective until December 18, 2023), unless amended or cancelled by a new ordinance adopted by the City of Spokane. No other amendments to Chapter 17C.400 SMC are proposed at this time.

Section 3. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

Passed the City Council \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_  
City Clerk

Approved as to form: \_\_\_\_\_

Assistant City Attorney

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Mayor

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Date

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Effective Date

DRAFT

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## 3.2 - WQTIF Funding Request--Affordable Housing Sponsors: Stratton, Zappone

*Freibott, Kevin*

Habitat for Humanity has requested up to \$500,000 in West Quadrant TIF funding for the purposes of helping to purchase homes in West Central for the establishment of permanent affordable housing. Their proposal is recommended by the City's Neighborhood Project Advisory Committee for the TIF (4 to 1). Staff requests permission to add a Resolution to OnBase for Council consideration on May 29.

| For Discussion

### Attachments

[Briefing Paper - Habitat Request for TIF Funds.docx](#)

[Resolution - Habitat Housing Program- WQTIF.docx](#)

## Committee Agenda Sheet

### Urban Experience Committee

<b>Submitting Department</b>	Planning & Economic Development Department, Community and Economic Development Division
<b>Contact Name &amp; Phone</b>	Kevin Freibott, 625-6184
<b>Contact Email</b>	<a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a>
<b>Council Sponsor(s)</b>	Council Member Stratton, Council Member Zappone
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion         Time Requested: 5 minutes
<b>Agenda Item Name</b>	WQTIF Funding Request for Affordable Housing
<b>Summary (Background)</b>	<p>Late last year Habitat for Humanity presented a proposal to the Neighborhood Project Advisory Committee (NPAC) seeking up to \$500,000 in TIF funding to help defray the cost of purchasing housing in the West Central Neighborhood portion of the TIF with the intent of renovating those homes and establishing them as 'permanent affordable housing' under state law.</p> <p>NPAC, an official committee of the City of Spokane, is charged with prioritizing and considering funding requests for the West Quadrant TIF. They discussed the proposal at multiple meetings, ultimately voting 4 to 1 to recommend that City Council approve the use of West Quadrant TIF funds. These funds, if approved, would require establishment of a City program whereby Habitat for Humanity could request repayment of purchase costs, provided that the costs are related to the purchase of homes for 'permanent affordable housing.' That program would be initially managed by the Planning and Economic Development department, similar to other economic development programs at the City.</p> <p>In addition to presentations and discussions with the NPAC, the proposal has been discussed and presented to other stakeholders in the area, including the West Central Neighborhood Council. A letter of support was also received by the City for this proposal from REACH West Central, a local non-profit.</p> <p>While affordable housing is not mentioned directly in the original adopting Ordinance for the TIF (ORD C34032), state law has changed since the adoption of the TIF to include permanent affordable housing as an allowable public improvement (RCW 39.114.010.7) and Council adopted amendments to the TIF allowing the TIF to fund such improvements in 2020 (ORD C35879).</p>
<b>Proposed Council Action &amp; Date:</b>	A Council Resolution approving the use of TIF funds for this purpose (attached). Expected hearing on the Resolution: May 29, 2023
<b>Fiscal Impact:</b> Total Cost: \$500,000  Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: WQTIF, Neighborhood Projects, Account 3501	

Expense Occurrence ☒ One-time ☐ Recurring ☐ N/A

Other budget impacts: None

### Operations Impacts

*What impacts would the proposal have on historically excluded communities?*

The proposal would aid Habitat for Humanity in their ongoing efforts to provide essential affordable housing in a part of the City where need is highest due to median incomes and impacts from historic exclusionary housing and economic impacts.

*How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?*

The opportunities raised by the TIF and projects like this will be incorporated into the City's exploration and study of displacement and racially disparate impacts of development and housing, required by state law and due to initiate in the near term as the City ramps up to the next major update of its Comprehensive Plan.

*How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?*

As program management initiates through the Planning & Economic Development department, annual performance of this program will be recorded and incorporated into the annual report prepared for the West Quadrant TIF and distributed to all stakeholders and the public.

*Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?*

This proposal is directly in line with other housing action plan efforts, projects, and studies already underway as a response to the City's declared housing emergency. Furthermore, provision of affordable housing complies substantially with numerous land use, neighborhood, and economic policies in the Comprehensive Plan.

## **RESOLUTION NO. 2023-\_\_\_\_\_**

A resolution acknowledging the recommendation of the Neighborhood Project Advisory Committee for the West Quadrant Tax Increment Financing district and accepting the use of \$500,000 in TIF funding for a program to partially repay permanently affordable housing developers for property purchase costs in the West Central Neighborhood.

**WHEREAS**, the City of Spokane formed a West Quadrant Tax Increment Financing (“WQTIF”) area, to help provide funding for public improvement projects in and around the Kendall Yards planned unit development (“PUD”) area, and designated project types within the area, along with estimated costs for those projects within the life of the WQTIF; and

**WHEREAS**, City of Spokane Resolution 2007-0101 formed the Neighborhood Project Advisory Committee (“NPAC”) to make recommendations for the use of funds received in the WQTIF area, composed of residents of the West Central, Riverside, and Emerson-Garfield neighborhoods; and

**WHEREAS**, the NPAC meets regularly to review fund balances, proposed projects, potential allocations and to prioritize projects; and

**WHEREAS**, the NPAC met on May 4, 2022 and heard a request from representatives of Habitat for Humanity, Greenstone, and A Better Way for an allocation of WQTIF funds to help Habitat and A Better Way fund the purchase of market-rate homes with the intent of converting those homes to permanent affordable housing; and

**WHEREAS**, the NPAC continued to deliberate on the proposal at their July 6 and August 3, 2022 meetings; and

**WHEREAS**, the NPAC has determined that the proposed improvements are within the WQTIF project area and are among the types of projects for which allocation of the WQTIF funds is authorized by ordinance C34032, as amended by ordinance C35879, the requested allocation is an authorized use of the WQTIF funds; and

**WHEREAS**, the NPAC voted 4 to 1 to recommend the City Council approve the use of funds for the proposed project in the amount of \$500,000.

**NOW THEREFORE, BE IT RESOLVED** that the Spokane City Council adopts the recommendations of the West Quadrant Tax Increment Financing area NPAC allocating WQTIF funds for repayment of purchase costs for permanent affordable housing, and requests staff establish a program by which such repayment can be requested by Habitat for Humanity and paid from TIF funds.

Passed by the Spokane City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
City Clerk

Approved as to form:

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

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## 3.3 - Bicycle Parking Code Update

*Kimbrell, Tyler*

Council Sponsors: CP Beggs & CM Zappone, ORD for updating the SMC 17C.230.110 & 17C.230.200

| For Discussion

### Attachments

[BicycleParkingUpdate\\_UrbanExperience\\_2023.05.08.docx](#)

[Draft Ordinance Bicycle Parking Code Update.pdf](#)

[EXHIBIT A - Plan Commission Findings of Fact, Conclusions, and Recommendation~.pdf](#)

[EXHIBIT B - Staff Report Bicycle Parking Code Update 2023.pdf](#)

## Committee Agenda Sheet

### Urban Experience

<b>Submitting Department</b>	Planning Services
<b>Contact Name &amp; Phone</b>	Tyler Kimbrell X6733
<b>Contact Email</b>	<a href="mailto:tkimbrell@spokanecity.org">tkimbrell@spokanecity.org</a>
<b>Council Sponsor(s)</b>	Council President Beggs & Councilmember Zappone
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion     Time Requested: 10 minutes
<b>Agenda Item Name</b>	Bicycle Parking Code Update
<b>Summary (Background)</b>	<p>Proposed update to SMC 17C.230.110 Minimum Required Parking Spaces and SMC 17C 230.200 Bicycle Parking to align with the goals and policies of the Bicycle Master Plan and the City of Spokane Comprehensive Plan.</p> <p>Current code language was adopted on January 12, 2015 (ORD C35212), two years prior to the 2017 Bicycle Master Plan and Comprehensive Plan update.</p> <p>On March 22 and April 12, 2023, the City of Spokane Plan Commission held a public hearing and recommended approval of the proposed code changes with two amendments as described in the attached packet.</p> <p>On January 25 and February 22, 2023, the Plan Commission held workshops to discuss the proposed code updates.</p> <p>On December 12, 2022, staff provided a general overview of the proposed code update topics and process at the Urban Experience Committee.</p>
<b>Proposed Council Action &amp; Date:</b>	2 <sup>nd</sup> reading and public hearing to consider adoption of the proposed text amendments June 5, 2023
<b>Fiscal Impact:</b> Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source:  Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b>	
What impacts would the proposal have on historically excluded communities?  Ensuring sufficient and accessible bicycle parking supports more equitable active transportation opportunities.	

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

Shared mobility trip origin and destination data can be reviewed to assess whether the presence of new and upgraded bicycle parking facilities are associated with changes in shared scooter and bicycle trip patterns.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

N/A

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Improving the currently adopted bicycle parking requirements will bring the SMC into alignment with the goals and policies in the City of Spokane's Bicycle Master Plan and Comprehensive Plan.

Improved bicycle parking standards promote active transportation ridership, leading to less reliance on personal motor vehicles which can relieve congestion on roadways, decrease greenhouse gas emissions, and promote a more active pedestrian street network.

Bicycle parking requirements also increase the viability of compact, walkable neighborhoods which promote higher density housing that can assist in combatting the current housing shortage.

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ORDINANCE NO \_\_\_\_\_

An ORDINANCE relating to minimum parking spaces required and bicycle parking amending Spokane Municipal Code (SMC) Sections 17C.230.110 and 17C.230.200.

WHEREAS, the City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (GMA) as set forth in RCW 36.70A. including a transportation element meeting the requirements of RCW 36.70A.070(6); and,

WHEREAS, the transportation element of the City's Comprehensive Plan includes a Bicycle Master Plan (BMP) which has a stated goal of tripling the bicycle commute mode share with a further stated goal of increasing the commute mode share to five percent over a twenty-year period; and,

WHEREAS, The Association of Pedestrian Bicycle Professionals released *Bicycle Parking Guidelines 2<sup>nd</sup> Edition* which is an industry-standard guidance document for updating bicycle parking standards within municipal code and includes bicycle parking rates for reaching a five percent commute mode share; and,

WHEREAS, the proposed actions are consistent with and supported by the Spokane Comprehensive Plan and BMP, as outlined in the Plan Commission Findings of Fact, Conclusions, and Recommendations (Exhibit A); and,

WHEREAS, by virtue of the public process outlined in Exhibits A and B, interested agencies and the public have had opportunities to participate throughout the process and all persons wishing to comment on the amendment were given opportunity to be heard; and,

WHEREAS, the City has complied with RCW 36.70A.370 in the adoption of this Ordinance, avoiding any unconstitutional taking of private property; and,

WHEREAS, on February 6, 2023, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code; and,

WHEREAS, on February 1, 2023, a notice of intent to adopt and request for State Environment Protection Act (SEPA) agency comments was issued for the draft code pertaining to Minimum Required Parking Spaces and Bicycle Parking. The comment period ended on February 16, 2023. Two comments were received, one from the Spokane Tribe of Indians and the other from the City of Spokane Streets Department; and,

WHEREAS, A SEPA Determination of Nonsignificance and Checklist were issued by Planning Services on March 2, 2023. The comment period ended on March 22, 2023. No comments were received; and,

WHEREAS, prior to the Plan Commission public hearing, a legal notice was published in the *Spokesman-Review* on March 8 and March 15, 2023; and,

WHEREAS, on March 22, 2023, the Plan Commission held a public hearing on the proposed amendment. No public testimony was given. Plan Commission deferred deliberation to April 12, 2023; and,

WHEREAS, following the deferred deliberation on April 12, 2023, Plan Commission voted to recommend the City Council adopt, with modification, the proposed amendments (see Exhibit A); and,

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning Services Staff Report (Exhibit B) and the City of Spokane Plan Commission (Exhibit A) for the same purposes; and,

NOW, THEREFORE, the City of Spokane Does ordain:

Section 1. That Section 17C.230.110 SMC is amended to read as follows

**Section 17C.230.110** Minimum Required Parking Spaces

**A. Purpose.**

The purpose of required parking spaces is to provide enough parking to accommodate the majority of traffic generated by the range of uses, which might locate at the site over time. As provided in subsection (B)(3) of this section, bicycle parking may be substituted for some required parking on a site to encourage transit use and bicycling by employees and visitors to the site. The required parking numbers correspond to broad use categories, not specific uses, in response to this long-term emphasis. Provision of carpool parking, and locating it close to the building entrance, will encourage carpool use.

**B. Minimum Number of Parking Spaces Required.**

1. The minimum number of parking spaces for all zones is stated in [Table 17C.230-1](#). [Table 17C.230-2](#) states the required number of spaces for use categories. The standards of [Table 17C.230-1](#) and [Table 17C.230-2](#) apply unless specifically superseded by other portions of the city code.

2. Joint Use Parking.

Joint use of required parking spaces may occur where two or more uses on the same or separate sites are able to share the same parking spaces because their parking demands occur at different times. Joint use of required nonresidential parking spaces is allowed if the following documentation is submitted in writing to the planning and economic development services director as part of a building or zoning permit application or land use review:

- a. The names and addresses of the uses and of the owners or tenants that are sharing the parking.
  - b. The location and number of parking spaces that are being shared.
  - c. An analysis showing that the peak parking times of the uses occur at different times and that the parking area will be large enough for the anticipated demands of both uses; and
  - d. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses.
3. ~~((Bicycle parking may substitute for up to ten percent of required parking. For every five nonrequired bicycle parking spaces that meet the short or long-term bicycle parking standards, the motor vehicle parking requirement is reduced by one space. Existing parking may be converted to take advantage of this provision.)) Bicycle parking may substitute for up to twenty-five (25) percent of required vehicle parking. For every four (4) short-term bicycle parking spaces, the motor vehicle parking requirement is reduced by one space. For every one (1) long-term bicycle parking space, the motor vehicle parking required is reduced by one space. Vehicle parking associated with residential uses may only be substituted by long-term bicycle parking. Existing parking may be converted to take advantage of this provision. Required bicycle parking spaces may be used to substitute for vehicle parking.~~
4. Existing Uses.

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The off-street parking and loading requirements of this chapter do not apply retroactively to established uses; however:

- a. the site to which a building is relocated must provide the required spaces; and
- b. a person increasing the floor area, or other measure of off-street parking and loading requirements, by addition or alteration, must provide spaces as required for the increase, unless the requirement under this subsection is five spaces or fewer.

### 5. Change of Use.

When the use of an existing building changes, additional off-street parking and loading facilities must be provided only when the number of parking or loading spaces required for the new use(s) exceeds the number of spaces required for the use that most recently occupied the building. A "credit" is given for the most recent use of the property for the number of parking spaces that would be required by the current parking standards. The new use is not required to compensate for any existing deficit.

- a. If the proposed use does not generate the requirement for greater than five additional parking spaces more than the most recent use then no additional parking spaces must be added.
- b. For example, a non-conforming building with no off-street parking spaces most recently contained an office use that if built today would require three off-street parking spaces. The use of the building is proposed to be changed to a restaurant that would normally require six spaces. The three spaces that would be required of the existing office use are subtracted from the required number of parking spaces for the proposed restaurant use. The remainder is three spaces. Since the three new spaces is less than five spaces no off-street parking spaces would be required to be installed in order to change the use of the building from an office use to a restaurant use.

### 6. Uses Not Mentioned.

In the case of a use not specifically mentioned in [Table 17C.230-2](#), the requirements for off-street parking shall be determined by the planning and economic development services director. If there is/are comparable uses, the planning and economic development services director's determination shall be based on the requirements for the most comparable use(s). Where, in the judgment of the planning and economic development services director, none of the uses in [Table 17C.230-2](#) are comparable, the planning and economic development services director may base his or her determination as to the amount of parking required for the proposed use on detailed information provided by the applicant. The information required may include, but not be limited to, a description of the physical structure(s), identification of potential users, and analysis of likely parking demand.

### C. Carpool Parking.

For office, industrial, and institutional uses where there are more than twenty parking spaces on the site, the following standards must be met:

1. Five spaces or five percent of the parking spaces on site, whichever is less, must be reserved for carpool use before nine a.m. on weekdays. More spaces may be reserved, but they are not required.
2. The spaces will be those closest to the building entrance or elevator, but not closer than the spaces for disabled parking and those signed for exclusive customer use.

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3. Signs must be posted indicating these spaces are reserved for carpool use before nine a.m. on weekdays.

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Section 2. That Section 17C.230.200 SMC is amended to read as follows

Section 17C.230.200 Bicycle Parking

A. Purpose.

Bicycle parking is required to encourage the use of bicycles by providing safe and convenient places to park bicycles.

- ~~((1. Bicycle parking facilities, either off-street or in the street right-of-way, shall be provided in RMF, RHD, CC1, CC2, CC3, CC4, O, OR, NR, NMU, CB, GC, and industrial zones for any new use which requires twenty or more automobile parking spaces according to Table 17C.230-1 or Table 17C.230-2. All bicycle parking facilities in the street right-of-way shall conform to City engineering services department standards.~~
- ~~a. The number of required bicycle parking spaces shall be five percent of the number of required off-street auto parking spaces.~~
- ~~b. When any covered automobile parking is provided, all bicycle parking shall be covered.~~
- ~~2. Within downtown and FBC CA1, CA2, CA3, zones bicycle parking facilities, either off-street or in the street right-of-way, shall be provided. The number of spaces shall be the largest amount based on either subsections (a) or (b) below.~~
- ~~a. The number of required bicycle parking spaces shall be five percent of the number of off-street auto parking spaces being provided, whether the auto parking spaces are required by code or not.~~
- ~~b. A minimum of one bicycle parking space shall be provided for every ten thousand square foot of building area. When a building is less than ten thousand square feet in building area at least one bicycle parking space shall be provided.~~
- ~~c. When any covered automobile parking is provided, all bicycle parking shall be covered.~~
- ~~d. All bicycle parking facilities in the street right-of-way shall conform to City engineering services department standards.~~
- ~~3. Bicycle parking facilities accessory to nonresidential uses shall be located on the lot or within eight hundred feet of the lot. Bicycle parking accessory to residential uses shall be located on-site. Bicycle parking facilities shared by more than one use are encouraged. Bicycle and automobile parking areas shall be separated by a barrier or painted lines.))~~

B. Applicability.

1. The required number of bicycle parking spaces in all zones except Centers and Corridors for uses in SMC 17C.190 is identified in Table 17C.230-5. If the calculated number of required bicycle parking spaces results in a decimal the required number of spaces is rounded up.
- a. No short-term bicycle parking is required for the following uses.
- i. All uses under "Residential categories"
- ii. Commercial parking
- iii. Drive-through facilities
- iv. All uses under "Other Categories"
- v. All uses under "Industrial Categories"
- b. No long-term bicycle parking is required for the following uses.
- i. Commercial parking

- ii. Drive-through facilities
  - iii. Mini-storage facilities
  - iv. Park and open areas
  - v. Schools
  - vi. All uses under "Other Categories"
- 2. The required number of bicycle parking spaces for allowed uses in Center and Corridor Zones is identified in Table 17C.230-6. If the calculated number of required bicycle parking spaces results in a decimal the required number of spaces is rounded up.
  - a. No short-term bicycle parking is required for the following uses.
    - i. Residential
    - ii. Public parking lot
    - iii. Drive-through business on pedestrian streets
    - iv. Mobile food vending
    - v. Limited industrial
    - vi. Heavy Industrial
    - vii. Motor vehicle sales, rental, repair, or washing
    - viii. Automotive parts and tires (with exterior storage or display)
  - b. No long-term bicycle parking is required for the following uses.
    - i. Park and open areas
    - ii. Structured parking
    - iii. Public parking lot
    - iv. Drive-through business on pedestrian streets
    - v. Self-storage or warehouse
    - vi. Mobile food vending
- 3. Change of Use.
  - a. When the use of an existing building changes, bicycle parking shall be provided to meet the standards set forth in this section, except where the new number of required spaces is within ten percent of the existing number of spaces.
- 4. The bicycle parking requirements of this section do not retroactively apply to established uses; however:
  - a. When increasing the floor area or other measures of bicycle parking requirements by addition or alteration, spaces, as required for the increase, shall be provided; and
  - b. The site to which a building is relocated must provide the required spaces.
- 5. Uses Not Mentioned.
  - a. In the case of a use not specifically mentioned in Table 17C.230-5 or Table 17C.230-6, the requirements for bicycle parking shall be determined by the Planning Director.

#### C. Short-term bicycle parking standards

Short-term bicycle parking encourages shoppers, customers, and other visitors to use bicycles by providing a convenient and readily accessible place to park bicycles.

- 1. Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.
- 2. Short-term bicycle parking shall be placed on stable, firm, and slip-resistant surfaces consistent with ADA requirements.

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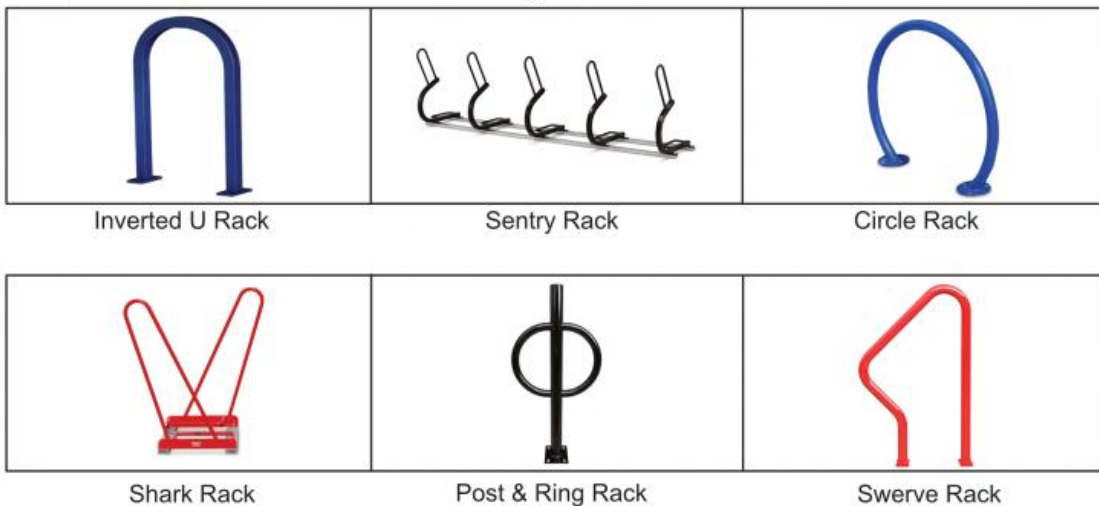
3. A bicycle rack must allow for the locking of the bicycle frame and one (1) wheel to the rack and shall support a bicycle in a stable position with a minimum of two points of contact to the bicycle frame and without damage to the wheels, frame, or components (see below for examples that meet and do not meet this requirement).

### Examples of allowed and not allowed bike racks

Examples of bicycle racks that **do not** meet the design requirements:



Examples of bicycle racks that **do** meet the design requirements:



- 
4. Short-term bicycle parking must be located:
- a. Within 50 feet of a main entrance; and
  - b. On-site or within the adjacent public right-of-way.
    - i. If within the public right-of-way, bicycle racks must be entirely within the pedestrian buffer strip.
  - c. Outside of a building or enclosure.
  - d. As to not conflict with the opening of vehicle doors.
  - e. At the same grade as the sidewalk or at a location that can be reached by an accessible route.
  - f. Short-term bicycle parking where the number of required spaces is based on the provided vehicle parking (see Basic Utilities and Parks and Open Space in Table 17C.230-5) shall be grouped and located within or adjacent to the vehicle parking area.
    - i. If located within the vehicle parking area the bicycle racks shall be protected from vehicle interference such as the opening of car doors and potential collision by ensuring adequate space between vehicle parking stalls and bicycle parking.
5. Property owners and businesses located on the same side of the street and on the same block may establish a grouped bicycle parking area where short-term bicycle parking solutions may be

implemented.

- a. These areas shall be located no further than 200 feet from the main entrance of each business or property they intend to serve.
  - b. The racks shall be at a location that can be reached by an accessible route.
  - c. Bicycle parking shall meet all other relevant standards of this section.
6. If the development is unable to provide short-term bicycle parking as described, the developer may explore options such as:
  - a. On-site short-term bicycle parking beyond fifty (50) from the main entrance.
  - b. Bicycle parking located at the rear of the building.
  - c. Bicycle parking located within the building.
  - d. As agreed between the applicant and the Planning Director.

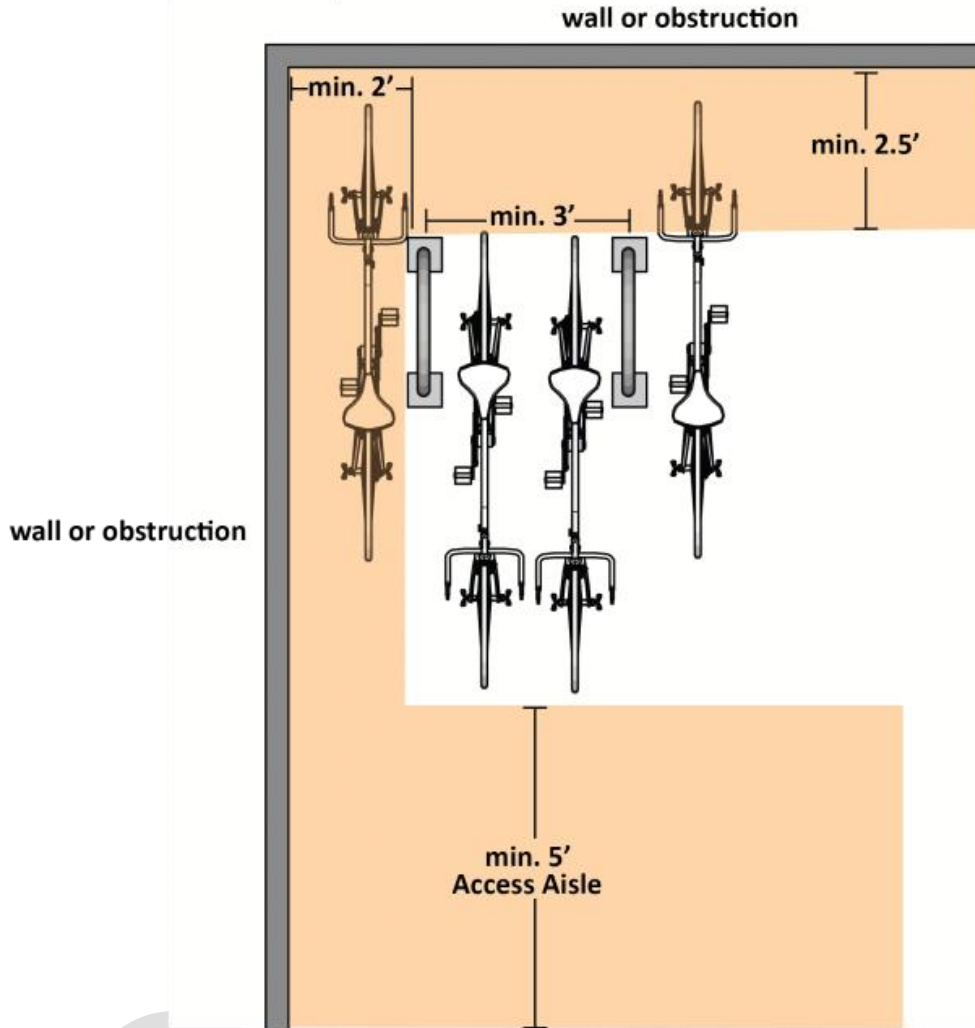
#### D. Long-term bicycle parking standards

Long-term bicycle parking provides employees, students, residents, commuters, and others who generally stay at a site for several hours with a secure and weather-protected place to park bicycles.

1. Long-term bicycle parking must be located:
  - a. Within a building.
  - b. On-site, including parking structures and garages; or
  - c. Within three hundred (300) feet of the site.
2. A garage dedicated exclusively to a residential unit may fulfill the requirements for one (1) long-term bicycle parking space.
3. Long-term bicycle parking must be provided in racks or lockers.
  - a. At least twenty-five percent (25%) of the racks must be horizontal to accommodate:
    - i. Those who cannot lift a bicycle into a vertical position; and
    - ii. Cargo, tandem, long-tailed, or similar bicycles that do not fit into vertical bicycle racks.
4. Long-term bicycle parking spacing requirements.
  - a. For horizontal racks such as the inverted-u rack:
    - i. A minimum of three (3) feet parallel spacing between each rack; and
    - ii. A minimum of five (5) feet perpendicular access aisle between rows of bicycle parking; and
    - iii. A minimum of two (2) feet six (6) inches of perpendicular spacing between bicycle racks and walls or obstructions; and
    - iv. A minimum of two (2) feet for user access between a wall or other obstruction and the side of the nearest parked bicycle.

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## Spacing requirements for horizontal long-term bicycle racks

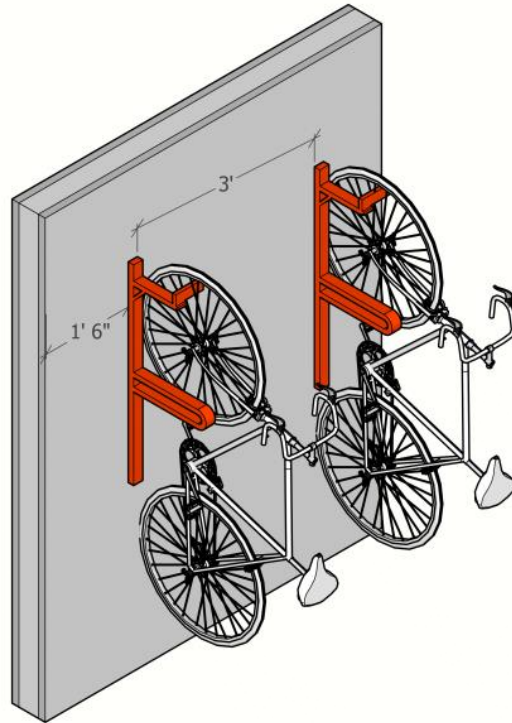


### b. For vertical wall-mounted racks:

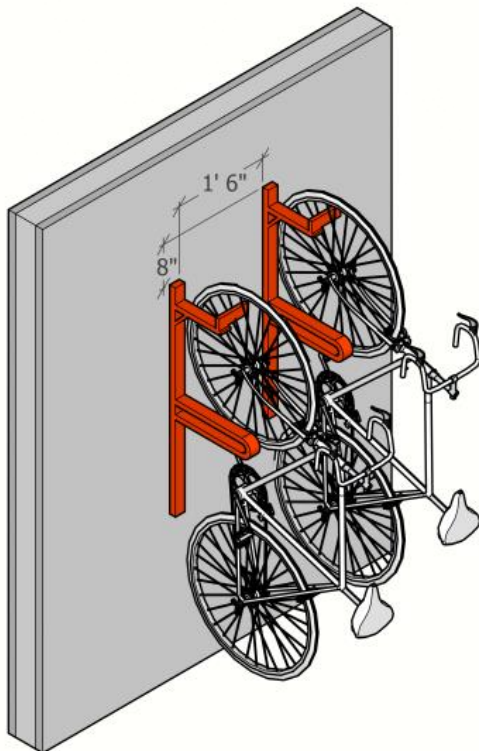
- i. A minimum of three (3) feet parallel spacing between each rack; or, A minimum of one (1) foot six (6) inches parallel spacing combined with a minimum of an eight (8) inch vertical off-set between each rack; and
- ii. A minimum of five (5) feet perpendicular access aisle between rows of bicycle parking; and
- iii. A minimum of one (1) foot six (6) inches for user access between a wall or other obstruction and the side of the nearest parked bicycle.

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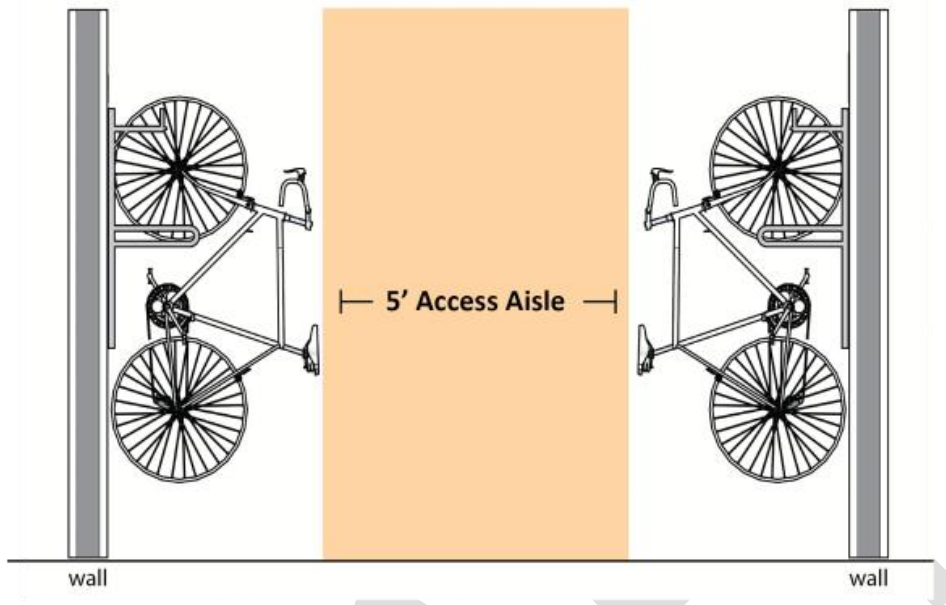
Wall-mounted bicycle rack without vertical off-sets



Wall-mounted bicycle racks with vertical off-sets



## Wall-mounted vertical bike rack access aisle



5. Long-term bicycle parking must be covered. The cover must be,
  - a. Permanent; and
  - b. Impervious.
6. Long-term bicycle parking shall be placed on floor and ground surfaces that are stable, firm, and slip resistant consistent with ADA requirements.
7. Long-term bike storage design details must be provided with site layouts to determine the number of bicycle parking spaces.
8. To provide security the bicycle parking must be,
  - a. In a locked room; or
  - b. In an enclosure with a locked gate or door, the walls of the enclosure are to be at least eight (8) feet tall or be floor-to-ceiling; or
  - c. In a permanently anchored, enclosed, and secured bike locker.
9. Property owners and businesses located on the same block may establish a grouped bicycle parking area where long-term bicycle parking solutions may be implemented.
  - a. These areas shall be located no further than 300 feet from each site they intend to serve.
  - b. Bicycle parking shall be at a location that can be reached by an accessible route.
  - c. Bicycle parking shall meet all other relevant standards of this section.
10. Residential in-unit long-term bicycle parking does not count towards fulfilling the requirements of long-term bicycle parking.
11. If a development is unable to meet the standards of this section, the applicant may seek relief subject to the Planning Director's discretion.
  - a. The applicant shall provide reasonable evidence as to why they are unable to fulfill the requirements of this section.
  - b. The applicant and the Planning Director should first explore alternatives for locating bicycle parking prior to agreeing to full relief from the requirements of this section.

TABLE 17C.230-5 BICYCLE PARKING BY USE				
RESIDENTIAL CATEGORIES				
USE CATEGORIES	SPECIFIC USES	REQUIRED SHORT-TERM BICYCLE PARKING [3]	BASELINE SHORT-TERM BICYCLE PARKING [3]	REQUIRED LONG-TERM BICYCLE PARKING
Group Living		None	0	1 per 10 residents
Residential Household Living	Multifamily dwellings of ten or more units	None	0	0.5 per unit
COMMERCIAL CATEGORIES				
USE CATEGORIES	SPECIFIC USES	REQUIRED SHORT-TERM BICYCLE PARKING [3]	BASELINE SHORT-TERM BICYCLE PARKING [3]	REQUIRED LONG-TERM BICYCLE PARKING
Adult Business		1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
Commercial Outdoor Recreation		1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
Commercial Parking		None	0	None
Drive-through Facility		None	0	None
Major Event Entertainment		1 per 60 seats	2	None below 24,000 sq. ft. of floor area; and then 1 per 24,000 sq. ft. of floor area
Office	General Office	1 per 20,000 sq. ft. of floor area	2	None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area
	Medical/Dental Office	1 per 20,000 sq. ft. of floor area	2	None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area

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<u>Quick Vehicle Servicing</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Retail Sales and Service</u>	<u>Retail, Personal Service, Repair-oriented</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Restaurants and Bars</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Health Clubs, Gyms, Lodges, Meeting Rooms and similar continuous entertainment, such as Arcades and Bowling Alleys</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Temporary Lodging</u>	<u>1 per 30 rentable rooms</u>	<u>2</u>	<u>None below 30 rentable rooms; and then 1 per 30 rentable rooms</u>
	<u>Theaters</u>	<u>1 per 30 seats</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft.</u>
	<u>Retail sales and services of large items, such as appliances, furniture and equipment</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Mini-storage Facilities</u>		<u>2 per development</u>	<u>2</u>	<u>None</u>
<u>Vehicle Repair</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<b>INDUSTRIAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>

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<u>Industrial Services, Railroad Yards, Wholesale Sales</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Manufacturing and Production</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Warehouse and Freight Movement</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Waste-related</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<b>INSTITUTIONAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Basic Utilities</u>		<u>1 per 20 vehicle spaces (whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None below 20 vehicle spaces; and then 1 per 20 vehicle spaces (whether vehicle parking is required by code or not)</u>
<u>Colleges</u>		<u>1 per 20,000 sq. ft. of floor area associated with each building</u>	<u>2</u>	<u>None below 30 staff/faculty; and then 1 per 30 staff/faculty</u>
<u>Community Service</u>		<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Daycare</u>		<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>

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<u>Medical Centers</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Parks and Open Areas</u> [1] [2]		<u>1-3 amenities= 4 spaces</u> <u>4-7 amenities= 8 spaces</u> <u>7-12 amenities= 16 spaces</u> <u>12+ amenities= 24 spaces</u>  <u>Additionally:</u> <u>1 per 10 vehicle spaces (whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None</u>
<u>Religious Institutions</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Schools</u>	<u>Grade, Elementary, Junior High</u>	<u>1 per classroom</u>	<u>2</u>	<u>None</u>
	<u>High School</u>	<u>1 per classroom</u>	<u>2</u>	<u>None</u>
<b>OTHER CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Agriculture</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Aviation and Surface Passenger Terminals</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Detention Facilities</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Essential Public Facilities</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Wireless Communication Facilities</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Rail Lines and Utility Corridors</u>		<u>None</u>	<u>None</u>	<u>None</u>

**DRAFT**

[1] Parks and Open Space amenities, for the purpose of this section, are defined as park facilities such as playgrounds, ball fields, and splash pads. These do not include any natural area amenities such as habitat viewing station.

[2] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.

[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.

<b>TABLE 17C.230-6 CENTER AND CORRIDOR ZONE REQUIRED BICYCLE PARKING SPACE FOR ALLOWED USES</b>			
<b><u>CENTERS AND CORRIDORS USE CATEGORIES</u></b>	<b><u>REQUIRED SHORT- TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG- TERM BICYCLE PARKING</u></b>
<u>Residential</u>	None	0	0.5 per unit
<u>Hotels, including Bed and Breakfast Inns</u>	1 per 30 rentable rooms	2	None below 30 rentable rooms; and then 1 per 30 rentable rooms
<u>Commercial, Financial, Retail, Personal Services</u>	1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
<u>Eating and Drinking Establishments</u>	1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
<u>Restaurants without Cocktail Lounges</u>	1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
<u>Professional and Medical Offices</u>	1 per 20,000 sq. ft. of floor area	2	None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area
<u>Entertainment, Museum and Cultural</u>	1 per 60 seats, or 1 per 12,000 sq. ft. of floor area; whichever is lesser	2	None below 24,000 sq. ft. of floor area; and then 1 per 24,000 sq. ft. of floor area
<u>Government, Public Service or Utility Structures, Social Services and Education</u>	1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
<u>Religious Institutions</u>	1 per 20,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area

**DRAFT**

<u>Parks and Open Space [1]</u>	<u>1-3 amenities= 4 spaces</u> <u>4-7 amenities= 8 spaces</u> <u>7-12 amenities= 16 spaces</u> <u>12+ amenities= 24 spaces</u>  <u>Additionally:</u> <u>1 per 10 vehicle spaces</u> <u>(whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None</u>
<u>Structured Parking [2]</u>	<u>1 per 10 vehicle parking spaces</u>	<u>2</u>	<u>None</u>
<u>Public Parking Lot</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Limited Industrial (if entirely within a building)</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Heavy Industrial</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Drive-through Businesses on Pedestrian Streets</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Motor Vehicles Sales, Rental, Repair or Washing</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Automotive Parts and Tires (with exterior storage or display)</u>	<u>None</u>	<u>0</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Gasoline Sales (serving more than six vehicles)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Gasoline Sale (serving six vehicles or less)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Self-storage or Warehouse</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Adult Business (subject to chapter 17C.305 SMC special provisions)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Winery and Microbreweries</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Mobile Food Vending</u>	<u>None</u>	<u>0</u>	<u>None</u>

DRAFT

[1] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.

[2] Short-term parking within structured vehicle parking facilities must be on the ground floor and within the structure. There is no requirement for the parking to be in a secured enclosure.

[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.

DRAFT

DRAFT

Passed the City Council \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_  
City Clerk

Approved as to form: \_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**CITY OF SPOKANE PLAN COMMISSION  
FINDINGS OF FACT, CONCLUSIONS, AND RECOMMENDATIONS  
REGARDING BICYCLE PARKING CODE UPDATE**

A recommendation of the City of Spokane Plan Commission to the City Council to approve amendments to the Spokane Municipal Code proposed by Bicycle Parking Code Update text amendments. The proposal amends the Unified Development Code (UDC) Section 17C.230.110, Minimum Required Parking Spaces, and 17C.230.200, Bicycle Parking.

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (GMA) as set forth in RCW 36.70A, including a transportation element meeting the requirements of RCW 36.70A.070(6).
- B. The 2017 periodic update to the Comprehensive Plan included an update to the Bicycle Master Plan, as an appendix to Chapter 4 – Transportation, establishing various goals and policies including “Provide convenient and secure short-term and long-term bike parking to connect people to popular destinations and transit throughout Spokane and encourage employers to provide shower and locker facilities.”
- C. The Bicycle Master Plan includes the goal of tripling the bicycle commute mode share with a further stated goal of increasing the commute mode share to five percent over a twenty-year period.
- D. The Association of Pedestrian and Bicycle Professionals released *Bicycle Parking Guidelines 2<sup>nd</sup> Edition* which is an industry-standard guidance document for updating municipal code related to bicycle parking and includes bicycle parking rates for reaching a five percent commute mode share.
- E. Outreach and public communication began in December 2022 and included the following among others:
  - 1. Presentations at the Urban Experience committee on December 12, 2022;
  - 2. Public Advisory Committee stakeholder meetings on January 9, 2023 and February 15, 2023;
  - 3. Plan Commission Workshops on January 25, 2023, and February 22, 2023;
  - 4. Bicycle Advisory Board workshop on January 17, 2023;
  - 5. Plan Commission Transportation Subcommittee workshops on December 6, 2022, and February 7, 2023;
  - 6. Pedestrian Transportation and Traffic Committee presentation on February 28, 2023;
  - 7. A virtual open house on February 15, 2023;
  - 8. A Bike Parking Survey open from February 15, 2023, to March 15, 2023, where 260 responses were received.

- F. Public comment, as well as agency and department comments, received prior to the March 22, 2023, Plan Commission public hearing were included in the staff report as Exhibits D and E.
- G. On January 25, 2023, and February 22, 2023, the Spokane Plan Commission held workshops to discuss draft language, receive updates on public feedback as well as city department and agency comments, and review and evaluate with city staff alternatives to proposed text changes.
- H. On February 06, 2023, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code pursuant to RCW 36.70A.106.
- I. On February 1, 2023, a notice of intent to adopt and request for SEPA agency comments was issued for the draft code pertaining to Minimum Required Parking Spaces and Bicycle Parking. The comment period ended on February 16, 2023. Two comments were received, one from the Spokane Tribe of Indians and the other from the City of Spokane Streets Department.
- J. A State Environmental Protection Act (SEPA) Determination of Nonsignificance and Checklist were issued by Planning Services on March 2, 2023. The comment period ended on March 22, 2023. No comments were received.
- K. A legal notice of public hearing was published in the *Spokesman-Review* on March 8 and March 15, 2023.
- L. The proposed text amendments were drafted and reviewed consistent with the requirements of RCW 36.70A.370 to assure protection of private property rights.
- M. Amendments to Title 17 are subject to review and recommendation by the Plan Commission.
- N. The Plan Commission held a public hearing on March 22, 2023, to obtain public comments on the proposed amendments. At the March 22, 2023, Public Hearing verbal testimony was closed, and Plan Commission deferred deliberation to April 12, 2023. No further written comment was received between March 22, 2023, and April 12, 2023.
- O. During deliberations held on April 12, 2023, the Plan Commission discussed concern regarding the storage of e-bikes in dedicated long-term bicycle storage facilities with the presence of potentially combustible lithium-ion batteries that may have health and safety implications. Plan Commission asked for further investigation into the issue by appropriate City departments.
- P. During deliberations held on April 12, 2023, the Plan Commission discussed a motion to modify the proposed text concerning vehicle parking substitutions allowing required bicycle parking to count towards reducing minimum vehicle parking requirements, the motion passed with ten aye votes, zero nay votes, and zero Commissioner(s) abstaining.
- Q. During deliberations held on April 12, 2023, the Plan Commission discussed a motion to modify the proposed text concerning change of use to provide an exception to requiring

additional bicycle parking where the change of use would cause a less than ten percent increase in bicycle parking, the motion passed with six aye votes, four nay votes, and zero Commissioner(s) abstaining.

- R. During deliberations held on April 12, 2023, the Plan Commission discussed a motion to modify the proposed text concerning residential in-unit long-term storage of bicycle parking to allow in-unit long-term bicycle parking to count towards the long-term bicycle parking requirements, the motion failed with five aye votes, five nay votes, and zero Commissioner(s) abstaining.
- S. Except as otherwise indicated in the above findings, the Spokane Plan Commission adopts the findings and analysis set forth in the staff report prepared for the proposal.
- T. The Spokane Plan Commission finds that the proposed text amendments meet the decision criteria established in SMC 17G.025.010(G).

## CONCLUSIONS:

Based upon the draft text amendments, staff report and analysis (which is hereby incorporated into these findings, conclusions, and recommendations), SEPA review, agency and public comments received, and public testimony presented, the Spokane Plan Commission makes the following conclusions with respect to the text amendments to Minimum Required Parking Spaces, and Bicycle Parking:

1. The Plan Commission finds that the proposed amendments bear a substantial relation to the public health, safety, welfare, and protection of the environment pursuant to the requirements outlined in SMC 17G.025.010(G).
2. The proposed text amendments will implement the goals and policies of the Comprehensive Plan and the Bicycle Master Plan.
3. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to comment.
4. SEPA review was completed for the proposal, and pursuant to SEPA, any adverse environmental impacts associated with the draft regulations will be mitigated by enforcement of the City's development regulations.
5. The Plan Commission finds that the proposed amendments are consistent with the applicable provisions of the Comprehensive Plan, particularly the following adopted Shaping Spokane goals and policies:
  - a. Chapter 3: Land Use - Goal 4 – Transportation, Policy LU 4.6 Transit-Supported Development
  - b. Chapter 4: Transportation - Goal TR B – Provide Transportation Choices
  - c. Chapter 4: Transportation - Goal TR C – Accommodate Access to Daily Needs and Priority Destinations
  - d. Chapter 4: Transportation - Goal TR F – Enhance Public Health and Safety
  - e. Chapter 4: Transportation – Policy TR 1 – Transportation Network for All Users
  - f. Chapter 4: Transportation - Policy TR 5 – Active Transportation
  - g. Chapter 4: Transportation - Policy TR 6 – Commercial Center Access
  - h. Chapter 4: Transportation – Policy TR 9 – Promote Economic Opportunity
  - i. Chapter 4: Transportation - Policy TR 20 – Bicycle/Pedestrian Coordination
  - j. Bicycle Master Plan Policy BMP 1: Continually increase the bicycle mode share for all trips
  - k. Bicycle Master Plan Policy BMP 3: Provide convenient and secure short-term and long-term bike parking to connect people to popular destinations and transit throughout Spokane and encourage employers to provide shower and locker facilities

**RECOMMENDATION:**

In the matter of the ordinances pertaining to Minimum Required Parking Spaces, and Bicycle Parking, amending the Unified Development Code of the City of Spokane;

As based on the above listed findings and conclusions, the Spokane Plan Commission takes the following actions:

1. By a vote of ten to zero, recommends to the Spokane City Council the **APPROVAL WITH MODIFICATION** of the proposed amendments to Section 17C.230.110, Minimum Required Parking Spaces.

Amend 17C.230.110(B)(3), from the draft text for vehicle parking substitutions to allow for required bicycle parking to count towards the substitution of minimum required vehicle parking.

2. By a vote of ten to zero, recommends to the Spokane City Council the **APPROVAL WITH MODIFICATION** of the proposed amendments to Chapter 17C.230.200, Bicycle Parking, as amended during the deliberations to include the following modification:

Amend 17C.230.200(B)(3)(a), Change of Use, from the draft text for bicycle parking to reflect that if a change in use results in a less than ten percent increase in the number of required bicycle parking spaces, the development is not required to implement more bicycle parking.

3. Authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Plan Commission's findings, conclusions, and recommendations on the proposed amendments.

*Greg Francis*

Greg Francis (Apr 17, 2023 10:38 PDT)

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**Greg Francis, President**  
**Spokane Plan Commission**

Apr 17, 2023

# PC Findings and Conclusions Bike Parking Code Update - FINAL

Final Audit Report

2023-04-17

Created:	2023-04-17
By:	Jackie Churchill (jchurchill@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAApf1v48BtB6az3AG1tafDu3rFts2leBFg

## "PC Findings and Conclusions Bike Parking Code Update - FINAL" History

-  Document created by Jackie Churchill (jchurchill@spokanecity.org)  
2023-04-17 - 2:49:59 PM GMT- IP address: 73.83.121.207
-  Document emailed to gfrancis@spokanecity.org for signature  
2023-04-17 - 2:50:24 PM GMT
-  Email viewed by gfrancis@spokanecity.org  
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-  Signer gfrancis@spokanecity.org entered name at signing as Greg Francis  
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-  Document e-signed by Greg Francis (gfrancis@spokanecity.org)  
Signature Date: 2023-04-17 - 5:38:31 PM GMT - Time Source: server- IP address: 65.133.88.36
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# STAFF REPORT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

<b>To:</b>	City Plan Commission	
<b>Subject:</b>	Bicycle Parking Requirements	
<b>Staff Contact:</b>	Tyler Kimbrell Planner II <a href="mailto:tkimbrell@spokanecity.org">tkimbrell@spokanecity.org</a>	Colin Quinn-Hurst Associate Planner <a href="mailto:cquinnhurst@spokanecity.org">cquinnhurst@spokanecity.org</a>
<b>Report Date:</b>	March 15, 2023	
<b>Hearing Date:</b>	March 22, 2023	
<b>Recommendation:</b>	Approval	

## I. SUMMARY

These City-initiated text amendments are proposed to update the Spokane Municipal Code according to strategies outlined in the adopted Bicycle Master Plan and Comprehensive Plan. The proposed draft code would revise Spokane Municipal Code (SMC) Chapter 17C.230.110 Minimum Required Parking Spaces and Chapter 17C.230.200 Bicycle Parking. The proposed draft code has been developed by City staff, with the input of various committees and public feedback. The full-text amendments can be found attached as **Exhibit A**.

## II. BACKGROUND

The City of Spokane's Comprehensive Plan and Bicycle Master Plan both highlight the need for accessible, well-designed, and readily available bicycle parking throughout the City. Adopted city goals include reaching 5% commute mode share by bicycle by 2037 and quadrupling bicycle ridership in that timeframe to achieve community goals centered on health, livability, economic development and accommodating safe and convenient transportation options for all modes and all users. Reaching these goals requires high-quality end-of-trip bicycle parking facilities in quantities that both encourage bicycle ridership and accommodate the gradually increasing numbers of people bicycling to destinations throughout the city. Meeting this increasing demand requires both short-term bike parking facilities, generally for stays under 2 hours, and long-term bike parking infrastructure for stays beyond 2 hours at places of work and residence. Achieving these goals also requires placement and spacing short-term bicycle parking facilities in convenient locations that do not impede building access, pedestrian right-of-way, or vehicle access. Similarly, accommodating higher levels of bicycle ridership requires long-term bicycle parking facilities with sufficient security, weather protection, and ease of access. The proposed bicycle parking code updates address each of these characteristics, setting standards in terms of quantity and quality for both short-term and long-term bicycle parking.

## III. PROCESS

### DEVELOPMENT CODE AMENDMENT PROCEDURE

Article III Section 21, Amendments and Repeals, of the City of Spokane Charter provides for the ability of amendments of the Charter and Spokane Municipal Code through ordinances. Title 17 is known as the Unified Development Code (UDC) and is incorporated into the Spokane Municipal Code to implement the City's Comprehensive Plan, and by reference, the requirements of the Washington State Growth Management Act (GMA). Section [17G.025.010](#) establishes the procedure and decision criteria that the City uses to review and amend the UDC. The City may approve amendments to the UDC if it is found that a proposed amendment is consistent with the provisions of the Comprehensive Plan, and bears a substantial relation to public health, safety, welfare, and protection of the environment.

## ROLE OF THE CITY PLAN COMMISSION

The proposed text amendments require a review process set forth in Section 17G.025.010(F) SMC. The Plan Commission is responsible for holding a public hearing and forwarding its findings, conclusions, and recommendations to the City Council. Utilizing the decision criteria in 17G.025 SMC, the Plan Commission may recommend approval, modification, or denial of the proposal.

The Plan Commission may incorporate the facts and findings of the staff report as the basis for its recommendation to the City Council or may modify the findings as necessary to support their final recommendation.

## ROLE OF CITY COUNCIL

The City Council will also conduct a review process considering the proposed text amendment, public comments and testimony, the staff report, and the Plan Commission's recommendation. The final decision to approve, modify, or deny the proposed amendment rests with the City Council. Proposals adopted by ordinance after public hearings are official amendments to the Spokane Municipal Code.

## COMMUNITY ENGAGEMENT

Engagement establishing the foundation for the text amendments was a part of the great effort taken by the Bicycle Master Plan (BMP) and the Comprehensive Plan update process in the years leading up to the 2017 update. The public process for the Bicycle Parking Code Update Project was designed around the refinement of the draft code and ensuring that the new requirements met the intent of the BMP and the Comprehensive Plan's vision and goals for bicycle parking. Taking into consideration many viewpoints obtained from a wide range of stakeholders was critical in developing the draft code, these viewpoints were obtained from various meetings, surveys, and comment periods. Below is a list summarizing the bulk of the process.

City Council- Urban Experience	December 12, 2022
Plan Commission Workshops	January 25, 2023 February 22, 2023
Technical Advisory Committee: Subject matter experts from affected City departments and divisions.	October 25, 2023 November 22, 2022 February 28, 2023
Public Advisory Committee: Representatives from affected stakeholder groups.	January 9, 2023 February 15, 2023
Bicycle Advisory Board	January 17, 2023
Plan Commission Transportation Subcommittee	December 6, 2022 February 7, 2023
Pedestrian Transportation and Traffic Committee	February 28, 2023
Virtual Open House	February 15, 2023
Bike Parking Survey (see <b>Exhibit B<sup>1</sup></b> )	February 15, 2023 – March 15, 2023

## SEPA REVIEW

As outlined in Section 17G.025.010 SMC, notices of proposals to amend the UDC are distributed and interested parties should be made aware of such proposals during the Plan Commission review, including the SEPA checklist and determination. Similarly, a public notice published in the *Spokesman-Review* fourteen days prior to the Plan Commission public hearing is required.

<sup>1</sup> Survey results may also be found at the following link <https://arcg.is/19iuyy0>

This proposal was properly noticed pursuant to Section 17G.025.010(E). See **Exhibit C** for the SEPA Determination of Non-significance issued on March 2, 2023.

## COMMENTS RECEIVED

Written comments received prior to March 15 were provided to the Plan Commission attached to the agenda packet for the scheduled March 22, 2023 public hearing as **Exhibit D**. All written public comments received by the planning department between March 15 to March 22 by 4:00 p.m. will be circulated to the Plan Commission prior to the public hearing scheduled at 4:00 p.m. March 22, 2023.

Notice of this proposal was sent to City departments and outside agencies for their review. Department and outside agency comments are included in this report as **Exhibit E**. Agency/City department comment was received regarding this application:

- Spokane Tribe of Indians
- City of Spokane Street Department

## IV. ANALYSIS

### PROPOSAL DESCRIPTION

Following the adoption of the Bicycle Master Plan and the 2017 Update to the Comprehensive Plan the City of Spokane Planning Services and Economic Development is recommending amending the bicycle parking code. The recommended text amendments seek to align development regulations with the vision and goals of the community in creating a more bicycle friendly city.

This proposal will amend Spokane Municipal Code: Section 17C.230.110 Minimum Required Parking Spaces, and 17C.230.200 Bicycle Parking.

### VEHICLE PARKING SUBSTITUTION

Vehicle parking substitutions are a Transportation Demand Management (TDM) strategy that seeks to gain efficiencies in the transportation system to reduce demand for auto travel. One TDM strategy specifically related to the goal of improving cycling infrastructure is allowing the replacement of vehicle parking with bicycle parking. Under the current development regulations in SMC 17C.230.110, as of February 2023, applicants can replace up to ten percent of the vehicle parking by replacing one vehicle parking space with five bicycle parking spaces. This provision does not differentiate between long-term and short-term parking. This provision only applies to bicycle parking beyond the minimum bicycle parking required in SMC 17C.230.200.

When considering the space requirements for vehicle parking versus bicycle parking it should be noted that the space requirement for a single bicycle is approximately 16 square feet<sup>2</sup> whereas a vehicle parking space is approximately 153 square feet.<sup>3</sup> This does not include additional spacing requirements such as driveways, aisles, landscaping, pedestrian access, street furniture, walls, etc. These spacing requirements show that it is possible to fit approximately 8 to 10 bicycle parking spaces in one vehicle parking space.

To align with the goals and policies of the comprehensive plan and the bicycle master plan, and to improve upon existing TDM strategies, the proposed text amendments:

- Increase the percentage of allowed vehicle substitution from ten percent to twenty-five percent.
- Differentiate the substitution rate for long-term and short-term bicycle parking.
- Maintain that the vehicle substitution provision only applies to bicycle parking spaces beyond the minimum requirement.

<sup>2</sup> Typical bike dimensions are 6 feet in length, 3.5 feet in height, and 2 feet in width. *Bicycle Parking Guidelines*, 2<sup>nd</sup> edition. Association of Pedestrian and Bicycle Professionals (APBP).

<sup>3</sup> Minimum Parking Space and Aisle Dimensions. SMC 17C.230.140.

## THE RATE OF BICYCLE PARKING & LAND USE VS ZONING

The proposed text amendments recommend changing the way in which the bicycle parking requirements are calculated. The changes are two-fold: the first is a change that decouples bicycle parking requirements from vehicle parking requirements, and the second is a transition from requirements based on zoning to requirements based on use type.

In SMC17C.230.200 as of February 2023, bicycle parking is a function of vehicle parking. In most cases, the number of required bicycle parking spaces will be five percent of the required vehicle parking. To ensure that bicycle parking is not unwittingly affected by changes and possible reductions in the vehicle parking requirements going forward, the proposed amendments to the bicycle parking code include a land use table with variable rates of bicycle parking based on the square footage of a building. The recommended rates and options provided were determined based on several factors including best practices from the Association of Pedestrian and Bicycle Professionals (APBP), stakeholder discussions, and analysis of best-in-class cities for cycling. A comparison spreadsheet provided by Bicycle Security Advisors<sup>4</sup> with best practices and best-in-class cities is attached as **Exhibit F**.

Additionally, the proposed amendments text amendments change the bicycle parking requirements to be based on the use type of the development rather than the zone in which the development is being built. Various use types have different cycling and bike storage demands and therefore different needs in terms of bicycle parking. The proposed text amendments alter this by implementing a land use table for bicycle parking requirements with use types as established in other areas of the Unified Development Code (UDC), allowing easy integration and familiarity for Current Planning staff.

## SHORT-TERM & LONG-TERM BICYCLE PARKING

Short-term bicycle parking is typically found in front of retail and institutional buildings within the public right-of-way on the sidewalk next to parking meters, street trees, and street furniture. The proposed text amendments ensure the implementation of well-designed bike racks to protect the bicycle from damage and theft. Standards for short-term bicycle parking are referenced from the APBP's *Essentials of Bike Parking* attached as **Exhibit G**.

Long-term bicycle parking is intended for those who keep their bike locked for extended periods of time, typically residents and employees. Most commonly, long-term storage takes the form of secured enclosures (external to the principal structure or within the parking garage), bike lockers, and/ or bike storage rooms located within the principal structure. As of February 2023, the adopted bicycle parking code does not differentiate between short-term and long-term parking. The differentiation of short-term and long-term parking is a key element in the proposed text amendments. Standards for long-term bicycle parking in the proposed text amendments were developed in combination with stakeholder feedback, public feedback, and guidance from the APBP.

## IMPLEMENTATION OF COMPREHENSIVE PLAN GOALS AND POLICIES

Section [17G.025.010](#) SMC establishes the review criteria for text amendments to the Unified Development Code. In order to approve a text amendment, City Council shall consider the findings and recommendations of the Plan Commission along with the approval criteria outlined in the Code. The applicable criteria are shown below in *bold and italic* with staff analysis following the complete list. Review of the Comprehensive Plan goals and policies indicates that the proposal meets the approval criteria for internal consistency set forth in SMC 17G.025.010(G). Excerpts of the applicable goals and policies, and their Comprehensive Plan discussion points, are contained in **Exhibit H**.

## 17G.025.010(G) APPROVAL CRITERIA

1. **The proposed amendment is consistent with the applicable provisions of the comprehensive plan.**

<sup>4</sup> <https://bicyclesecurityadvisors.com/best-practice-guides/parking/zoning-building-codes/>

**Chapter 3: Land Use - Goal 4 – Transportation, Policy LU 4.6 Transit-Supported Development**

**Chapter 4: Transportation - Goal TR B – Provide Transportation Choices**

**Chapter 4: Transportation - Goal TR C – Accommodate Access to Daily Needs and Priority Destinations**

**Chapter 4: Transportation - Goal TR F – Enhance Public Health and Safety**

**Chapter 4: Transportation – Policy TR 1 – Transportation Network for All Users**

**Chapter 4: Transportation - Policy TR 5 – Active Transportation**

**Chapter 4: Transportation - Policy TR 6 – Commercial Center Access**

**Chapter 4: Transportation – Policy TR 9 – Promote Economic Opportunity**

**Chapter 4: Transportation - Policy TR 20 – Bicycle/Pedestrian Coordination**

**Bicycle Master Plan Policy BMP 1: Continually increase the bicycle mode share for all trips**

**Bicycle Master Plan Policy BMP 3: Provide convenient and secure short-term and long-term bike parking to connect people to popular destinations and transit throughout Spokane and encourage employers to provide shower and locker facilities**

2. The proposed amendment bears a substantial relation to public health, safety, welfare, and protection of the environment.

**Staff Analysis:** The proposed amendments bear a substantial relation to public health, safety, welfare, and the protection of the environment. By updating requirements for both short-term and long-term bicycle parking, in terms of both quantity and quality, the proposed amendments comply with State Law and carry out the recommendations adopted in the City's Bicycle Master Plan and the City's Comprehensive Plan. The proposed updates to the bicycle parking sections of the Spokane Municipal Code support these comprehensive plan goals and policies by requiring the provision of safe, secure and accessible short-term and long-term bicycle parking, in sufficient quantities and of a quality to promote bicycle ridership as a safe, healthy, low-cost and low-emission transportation option. By requiring end-of-trip bicycle facilities according to land use type and increasing incentives for replacing vehicle parking with bicycle parking, the proposed updates support opportunities for the use of active forms of transportation. In their application to new developments and major redevelopments, the proposed updates to the bicycle parking code increase opportunities for high-quality short-term and long-term bicycle parking in sufficient quantities to support an increase in bicycle ridership. This enacts one of the recommended strategies to achieve the City's adopted goal to quadruple bicycle ridership and achieve 5% bicycle commute mode share by 2037, as stated in the Bicycle Master Plan, an adopted appendix of the City's Comprehensive Plan.

## **V. DISCUSSION**

The proposed text amendments are intended to provide a base for future revisions in the bicycle parking code. As cycling becomes a more popular choice for commuting, bicycle parking requirements can be analyzed under the structure of the proposed text amendments. The bicycle parking code, as of February 2023, does not consider use types that may have various demands for cyclists and bicycle parking. Furthermore, the current bicycle parking code's reliance on vehicle parking inhibits the consideration of bicycles in more dense areas that have lower vehicle parking requirements.

The proposed bicycle parking use tables (draft table 17C.230.200-3 and draft table 17C.230.200-4) were developed starting with the recommended five percent commute mode share recommendations from the Association of Pedestrian and Bicycle Professionals (APBP). The rates of bicycle parking were refined through discussion with the Public Advisory Committee, Technical Advisory Committee, and various groups such as the Bicycle Advisory Board and Plan Commission Transportation Subcommittee, followed by feedback from the general public through an online public workshop and survey. Recommended rates of bicycle parking in the draft use tables are not aligned with the Bicycle Master Plan's goal of a five percent commute mode share for cycling based on the APBP's recommendation, falling below the recommended quantities to achieve that level of ridership. However, as previously mentioned, the structure of the proposed text amendments allows simpler revision of the bicycle parking code moving forward as bicycle ridership increases.

At the February 22, 2023 Plan Commission workshop, commissioners requested alternatives to the use table that align with the APBP's recommended bicycle parking rates for reaching a five percent commute mode share consistent with the Comprehensive Plan's adopted goal for bicycle ridership. This is attached as **Exhibit I**.

## VI. CONCLUSION

Based on the facts and findings presented herein, staff concludes that the requested text amendments to the Unified Development Code satisfy the applicable criteria for approval as set forth in SMC Section 17G.025.010. To comply with RCW 36.70A.370 the proposed text amendments have been evaluated to ensure proposed changes do not result in unconstitutional takings of private property.

## VII. STAFF RECOMMENDATION

Following the close of public testimony and deliberation regarding conclusions with respect to the review criteria and decision criteria detailed in SMC 17G.025.010, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested code amendments to the Unified Development Code.

Staff **recommends approval** of the requested minimum required parking spaces and bicycle parking amendments and recommends that the Plan Commission adopt the facts and findings of the staff report.

## VIII. LIST OF EXHIBITS

- A. Proposed Draft Text Amendments
- B. Survey Results
- C. SEPA Determination of Non-Significance
- D. Public Comments
- E. Agency Comment
- F. Best Practices Spreadsheet
- G. *APBP Essentials of Bike Parking*
- H. Comprehensive Plan Goals and Policies
- I. 5% Mode Share Use Table

# EXHIBIT A

Section \_\_. That SMC section 17C.230.110 is amended to read as follows:

**Section 17C.230.110** Minimum Required Parking Spaces

**A. Purpose.**

The purpose of required parking spaces is to provide enough parking to accommodate the majority of traffic generated by the range of uses, which might locate at the site over time. As provided in subsection (B)(3) of this section, bicycle parking may be substituted for some required parking on a site to encourage transit use and bicycling by employees and visitors to the site. The required parking numbers correspond to broad use categories, not specific uses, in response to this long-term emphasis. Provision of carpool parking, and locating it close to the building entrance, will encourage carpool use.

**B. Minimum Number of Parking Spaces Required.**

1. The minimum number of parking spaces for all zones is stated in [Table 17C.230-1](#). [Table 17C.230-2](#) states the required number of spaces for use categories. The standards of [Table 17C.230-1](#) and [Table 17C.230-2](#) apply unless specifically superseded by other portions of the city code.

**2. Joint Use Parking.**

Joint use of required parking spaces may occur where two or more uses on the same or separate sites are able to share the same parking spaces because their parking demands occur at different times. Joint use of required nonresidential parking spaces is allowed if the following documentation is submitted in writing to the planning and economic development services director as part of a building or zoning permit application or land use review:

- a. The names and addresses of the uses and of the owners or tenants that are sharing the parking.
  - b. The location and number of parking spaces that are being shared.
  - c. An analysis showing that the peak parking times of the uses occur at different times and that the parking area will be large enough for the anticipated demands of both uses; and
  - d. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses.
3. ~~((Bicycle parking may substitute for up to ten percent of required parking. For every five nonrequired bicycle parking spaces that meet the short or long-term bicycle parking standards, the motor vehicle parking requirement is~~

~~reduced by one space. Existing parking may be converted to take advantage of this provision.))~~ Bicycle parking may substitute for up to twenty-five (25)

percent of required vehicle parking. For every four (4) nonrequired short-term bicycle parking spaces, the motor vehicle parking requirement is reduced by one space. For every one (1) nonrequired long-term bicycle parking space, the motor vehicle parking required is reduced by one space. Vehicle parking associated with residential uses may only be substituted by long-term bicycle parking. Existing parking may be converted to take advantage of this provision.

At the PC workshop on 2/22/2023 there was discussion regarding the 25% vehicle substitution rate, and how long-term bike parking and short-term bike parking could have separate applicability.

#### 4. Existing Uses.

The off-street parking and loading requirements of this chapter do not apply retroactively to established uses; however:

- a. the site to which a building is relocated must provide the required spaces; and
- b. a person increasing the floor area, or other measure of off-street parking and loading requirements, by addition or alteration, must provide spaces as required for the increase, unless the requirement under this subsection is five spaces or fewer.

#### 5. Change of Use.

When the use of an existing building changes, additional off-street parking and loading facilities must be provided only when the number of parking or loading spaces required for the new use(s) exceeds the number of spaces required for the use that most recently occupied the building. A “credit” is given for the most recent use of the property for the number of parking spaces that would be required by the current parking standards. The new use is not required to compensate for any existing deficit.

- a. If the proposed use does not generate the requirement for greater than five additional parking spaces more than the most recent use then no additional parking spaces must be added.
- b. For example, a non-conforming building with no off-street parking spaces most recently contained an office use that if built today would require three off-street parking spaces. The use of the building is proposed to be changed to a restaurant that would normally require six spaces. The three spaces that would be required of the existing office use are subtracted from the required number of parking spaces for the proposed restaurant use. The remainder is three spaces. Since the three new spaces is less than five spaces no off-street parking spaces

would be required to be installed in order to change the use of the building from an office use to a restaurant use.

#### 6. Uses Not Mentioned.

In the case of a use not specifically mentioned in [Table 17C.230-2](#), the requirements for off-street parking shall be determined by the planning and economic development services director. If there is/are comparable uses, the planning and economic development services director's determination shall be based on the requirements for the most comparable use(s). Where, in the judgment of the planning and economic development services director, none of the uses in [Table 17C.230-2](#) are comparable, the planning and economic development services director may base his or her determination as to the amount of parking required for the proposed use on detailed information provided by the applicant. The information required may include, but not be limited to, a description of the physical structure(s), identification of potential users, and analysis of likely parking demand.

#### C. Carpool Parking.

For office, industrial, and institutional uses where there are more than twenty parking spaces on the site, the following standards must be met:

1. Five spaces or five percent of the parking spaces on site, whichever is less, must be reserved for carpool use before nine a.m. on weekdays. More spaces may be reserved, but they are not required.
2. The spaces will be those closest to the building entrance or elevator, but not closer than the spaces for disabled parking and those signed for exclusive customer use.
3. Signs must be posted indicating these spaces are reserved for carpool use before nine a.m. on weekdays.

Section \_\_\_\_ That SMC section 17C.230.200 is amended to read as follows.

### Section 17C.230.200 Bicycle Parking

#### A. Purpose.

Bicycle parking is required to encourage the use of bicycles by providing safe and convenient places to park bicycles.

- ~~((1. Bicycle parking facilities, either off-street or in the street right-of-way, shall be provided in RMF, RHD, CC1, CC2, CC3, CC4, O, OR, NR, NMU, CB, GC, and industrial zones for any new use which requires twenty or more automobile parking spaces according to Table 17C.230-1 or Table 17C.230-2. All bicycle parking facilities in the street right-of-way shall conform to City engineering services department standards.~~
- ~~a. The number of required bicycle parking spaces shall be five percent of the number of required off-street auto parking spaces.~~
- ~~b. When any covered automobile parking is provided, all bicycle parking shall be covered.~~
- ~~2. Within downtown and FBC CA1, CA2, CA3, zones bicycle parking facilities, either off-street or in the street right-of-way, shall be provided. The number of spaces shall be the largest amount based on either subsections (a) or (b) below.~~
- ~~a. The number of required bicycle parking spaces shall be five percent of the number of off-street auto parking spaces being provided, whether the auto parking spaces are required by code or not.~~
- ~~b. A minimum of one bicycle parking space shall be provided for every ten thousand square feet of building area. When a building is less than ten thousand square feet in building area at least one bicycle parking space shall be provided.~~
- ~~c. When any covered automobile parking is provided, all bicycle parking shall be covered.~~
- ~~d. All bicycle parking facilities in the street right-of-way shall conform to City engineering services department standards.~~
- ~~3. Bicycle parking facilities accessory to nonresidential uses shall be located on the lot or within eight hundred feet of the lot. Bicycle parking accessory to residential uses shall be located on-site. Bicycle parking facilities shared by more than one use are encouraged. Bicycle and automobile parking areas shall be separated by a barrier or painted lines.))~~

#### B. Applicability.

1. The required number of bicycle parking spaces in all zones except Centers and Corridors for uses in SMC 17C.190 is identified in Table 17C.230-3. If the calculated number of required bicycle parking spaces results in a decimal the required number of spaces is rounded up.
  - a. No short-term bicycle parking is required for the following uses.
    - i. All uses under “Residential categories”
    - ii. Commercial parking
    - iii. Drive-through facilities
    - iv. All uses under “Other Categories”
    - v. All uses under “Industrial Categories”
  - b. No long-term bicycle parking is required for the following uses.
    - i. Commercial parking
    - ii. Drive-through facilities
    - iii. Mini-storage facilities
    - iv. Park and open areas
    - v. Schools
    - vi. All uses under “Other Categories”
2. The required number of bicycle parking spaces for allowed uses in Center and Corridor Zones is identified in Table 17C.230-4. If the calculated number of required bicycle parking spaces results in a decimal the required number of spaces is rounded up.
  - a. No short-term bicycle parking is required for the following uses.
    - i. Residential
    - ii. Public parking lot
    - iii. Drive-through business on pedestrian streets
    - iv. Mobile food vending
    - v. Limited industrial
    - vi. Heavy Industrial
    - vii. Motor vehicle sales, rental, repair, or washing
    - viii. Automotive parts and tires (with exterior storage or display)
  - b. No long-term bicycle parking is required for the following uses.
    - i. Park and open areas
    - ii. Structured parking
    - iii. Public parking lot
    - iv. Drive-through business on pedestrian streets

v. Self-storage or warehouse

vi. Mobile food vending

3. Change of Use.

a. When the use of an existing building changes, bicycle parking shall be provided to meet the standards set forth in this section.

4. The bicycle parking requirements of this section do not retroactively apply to established uses; however:

a. When increasing the floor area or other measures of bicycle parking requirements by addition or alteration, spaces, as required for the increase, shall be provided; and

b. The site to which a building is relocated must provide the required spaces.

5. Uses Not Mentioned.

a. In the case of a use not specifically mentioned in Table 17C.230-3 or Table 17C.230-4, the requirements for bicycle parking shall be determined by the Planning Director.

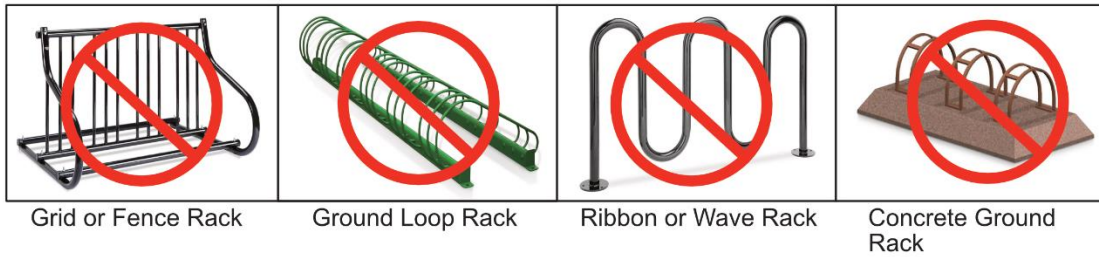
C. Short-term bicycle parking standards

Short-term bicycle parking encourages shoppers, customers, and other visitors to use bicycles by providing a convenient and readily accessible place to park bicycles.

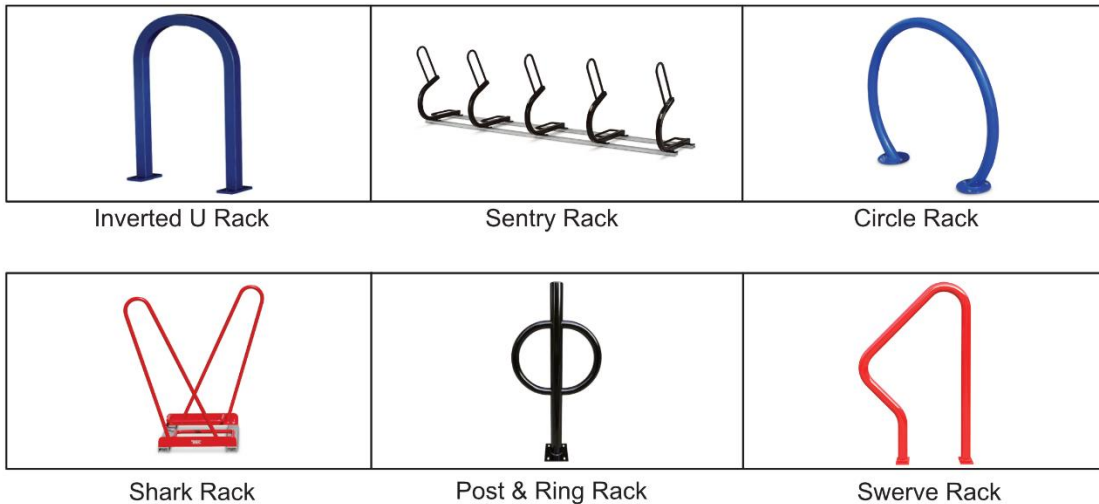
1. Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.
2. Short-term bicycle parking shall be placed on stable, firm, and slip-resistant surfaces consistent with ADA requirements.
3. A bicycle rack must allow for the locking of the bicycle frame and one (1) wheel to the rack and shall support a bicycle in a stable position with a minimum of two points of contact to the bicycle frame and without damage to the wheels, frame, or components (see figure 1 below for examples that meet and do not meet this requirement).

*Figure 1 Short-term bicycle racks that meet and do not meet the design requirements*

Examples of bicycle racks that **do not** meet the design requirements:



Examples of bicycle racks that **do** meet the design requirements:



4. Short-term bicycle parking must be located:

- a. Within 50 feet of a main entrance; and
- b. On-site or within the adjacent public right-of-way.
  - i. If within the public right-of-way, bicycle racks must be entirely within the pedestrian buffer strip.
- c. Outside of a building or enclosure.
- d. As to not conflict with the opening of vehicle doors.
- e. At the same grade as the sidewalk or at a location that can be reached by an accessible route.
- f. Short-term bicycle parking where the number of required spaces is based on the provided vehicle parking (see Basic Utilities and Parks and Open Space in Table 17C.230-3) shall be grouped and located within or adjacent to the vehicle parking area.
  - i. If located within the vehicle parking area the bicycle racks shall be protected from vehicle interference such as the opening of car doors and potential collision by ensuring adequate space between vehicle parking stalls and bicycle parking.

5. Property owners and businesses located on the same side of the street and on the same block may establish a grouped bicycle parking area where short-term bicycle parking solutions may be implemented.
  - a. These areas shall be located no further than 200 feet from the main entrance of each business or property they intend to serve.
  - b. The racks shall be at a location that can be reached by an accessible route.
  - c. Bicycle parking shall meet all other relevant standards of this section.
6. If the development is unable to provide short-term bicycle parking as described, the developer may explore options such as:
  - a. On-site short-term bicycle parking beyond fifty (50) from the main entrance.
  - b. Bicycle parking located at the rear of the building.
  - c. Bicycle parking located within the building.
  - d. As agreed between the applicant and the Planning Director.

#### D. Long-term bicycle parking standards

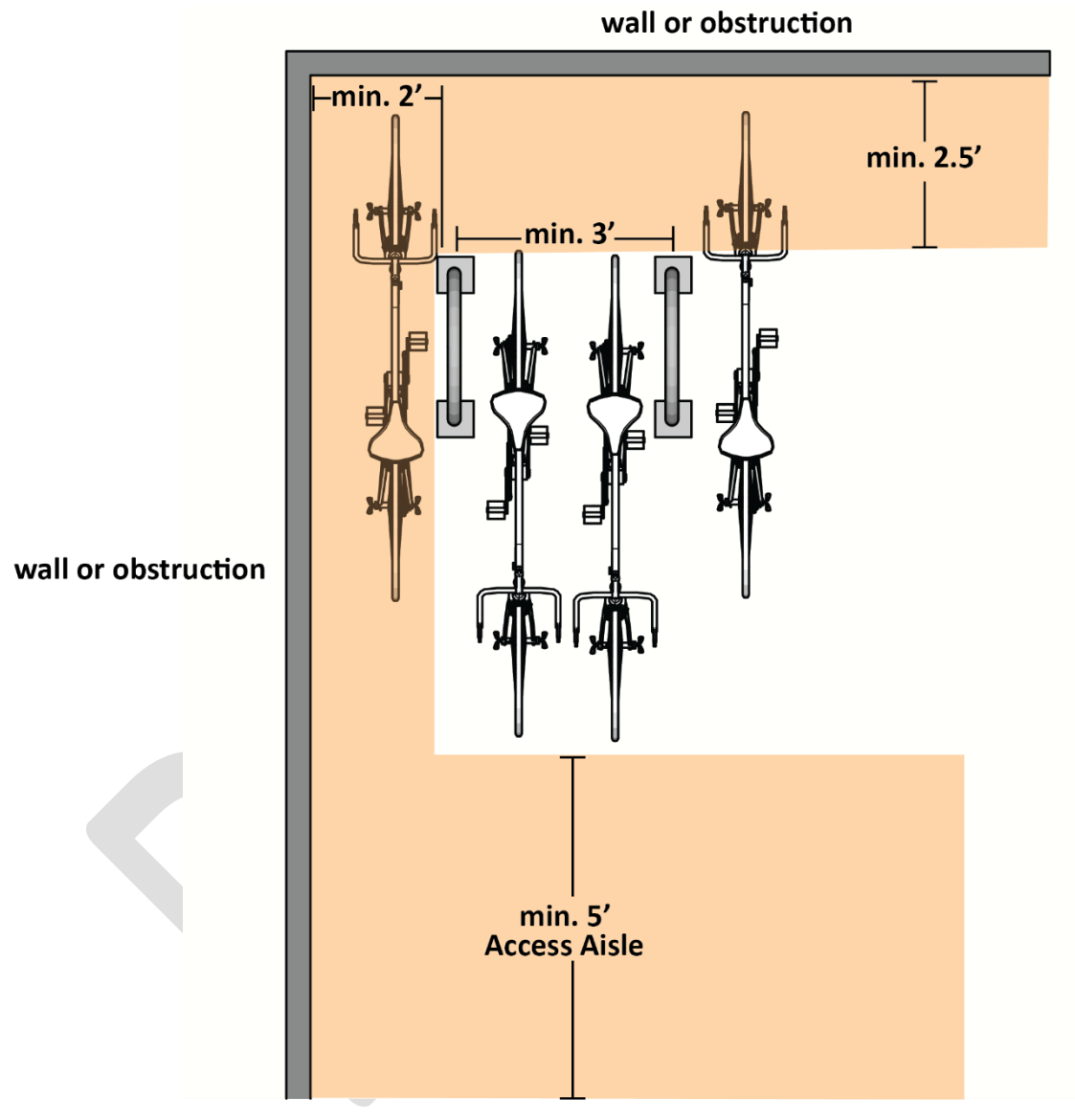
Long-term bicycle parking provides employees, students, residents, commuters, and others who generally stay at a site for several hours with a secure and weather-protected place to park bicycles.

1. Long-term bicycle parking must be located:
  - a. Within a building.
  - b. On-site, including parking structures and garages; or
  - c. Within three hundred (300) feet of the site.
2. A garage dedicated exclusively to a residential unit may fulfill the requirements for one (1) long-term bicycle parking space.
3. Long-term bicycle parking must be provided in racks or lockers.
  - a. At least twenty-five percent (25%) of the racks must be horizontal to accommodate:
    - i. Those who cannot lift a bicycle into a vertical position; and
    - ii. Cargo, tandem, long-tailed, or similar bicycles that do not fit into vertical bicycle racks.
4. Long-term bicycle parking spacing requirements.
  - a. For horizontal racks such as the inverted-u rack (see figure 2):
    - i. A minimum of three (3) feet parallel spacing between each rack; and
    - ii. A minimum of five (5) feet perpendicular access aisle between rows of bicycle parking; and

Staff comment: garage provision amended for clarity- at the PC workshop on 2/22/2023 it was noted that original language may cause confusion.

- iii. A minimum of two (2) feet six (6) inches of perpendicular spacing between bicycle racks and walls or obstructions; and
- iv. A minimum of two (2) feet for user access between a wall or other obstruction and the side of the nearest parked bicycle.

*Figure 2 Spacing requirements for horizontal long-term bicycle racks*

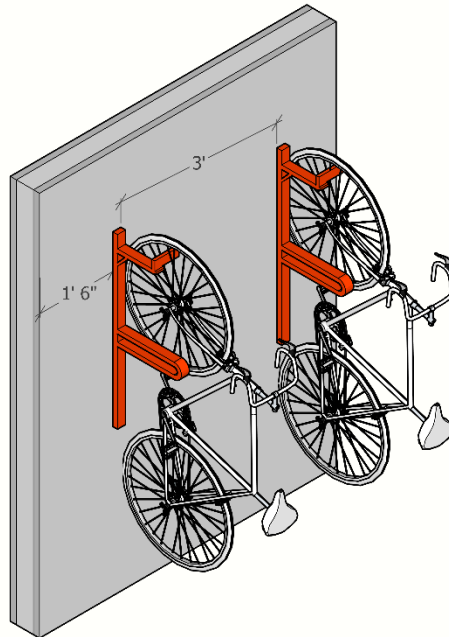


b. For vertical wall-mounted racks (see figures 3 and 4):

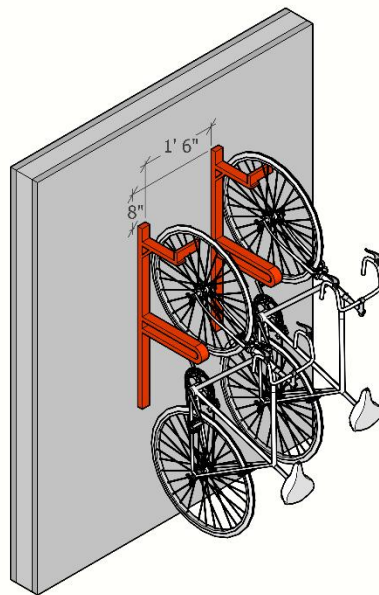
- i. A minimum of three (3) feet parallel spacing between each rack; or, A minimum of one (1) foot six (6) inches parallel spacing combined with a minimum of an eight (8) inch vertical off-set between each rack; and

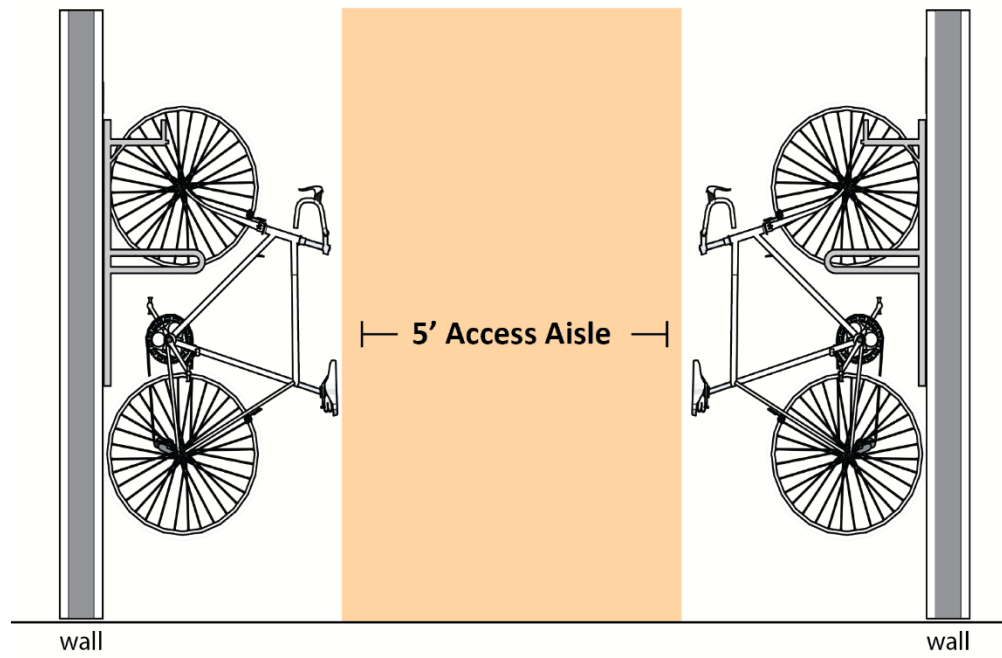
- ii. A minimum of five (5) feet perpendicular access aisle between rows of bicycle parking; and
- iii. A minimum of one (1) foot six (6) inches for user access between a wall or other obstruction and the side of the nearest parked bicycle.

*Figure 3 Wall-mounted bicycle rack without vertical off-sets*



*Figure 4 Wall-mounted bicycle racks with vertical off-sets*





5. Long-term bicycle parking must be covered. The cover must be,
  - a. Permanent; and
  - b. Impervious.
6. Long-term bicycle parking shall be placed on floor and ground surfaces that are stable, firm, and slip resistant consistent with ADA requirements.
7. Long-term bike storage design details must be provided with site layouts to determine the number of bicycle parking spaces.
8. To provide security the bicycle parking must be,
  - a. In a locked room; or
  - b. In an enclosure with a locked gate or door, the walls of the enclosure are to be at least eight (8) feet tall or be floor-to-ceiling; or
  - c. In a permanently anchored, enclosed, and secured bike locker.
9. Property owners and businesses located on the same block may establish a grouped bicycle parking area where long-term bicycle parking solutions may be implemented.
  - a. These areas shall be located no further than 300 feet from each site they intend to serve.
  - b. Bicycle parking shall be at a location that can be reached by an accessible route.
  - c. Bicycle parking shall meet all other relevant standards of this section.

10. Residential in-unit long-term bicycle parking does not count towards fulfilling the requirements of long-term bicycle parking.
11. If a development is unable to meet the standards of this section, the applicant may seek relief subject to the Planning Director's discretion.
- a. The applicant shall provide reasonable evidence as to why they are unable to fulfill the requirements of this section.
  - b. The applicant and the Planning Director should first explore alternatives for locating bicycle parking prior to agreeing to full relief from the requirements of this section.

At the February 22, 2023 workshop Plan Commission discussed the removal of in-unit parking counting towards the long-term parking requirements.

Staff note: this would not restrict any person from storing their bicycle in their residence should they choose to do so.

<b>TABLE 17C.230-3</b> <b>BICYCLE PARKING BY USE</b> <b>RESIDENTIAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Group Living</u>	-	None	0	1 per 10 residents
<u>Residential Household Living</u>	<u>Multifamily dwellings of ten or more units</u>	None	0	0.5 per unit
<b>COMMERCIAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Adult Business</u>	-	1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
<u>Commercial Outdoor Recreation</u>	-	1 per 5,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area
<u>Commercial Parking</u>	-	None	0	None
<u>Drive-through Facility</u>	-	None	0	None
<u>Major Event Entertainment</u>	-	1 per 60 seats	2	None below 24,000 sq. ft. of floor area; and then 1 per 24,000 sq. ft. of floor area
<u>Office</u>	<u>General Office</u>	1 per 20,000 sq. ft. of floor area	2	None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area
	<u>Medical/Dental Office</u>	1 per 20,000 sq. ft. of floor area	2	None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area
<u>Quick Vehicle Servicing</u>	-	1 per 20,000 sq. ft. of floor area	2	None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area

<u>Retail Sales and Service</u>	<u>Retail, Personal Service, Repair-oriented</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Restaurants and Bars</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Health Clubs, Gyms, Lodges, Meeting Rooms and similar continuous entertainment, such as Arcades and Bowling Alleys</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Temporary Lodging</u>	<u>1 per 30 rentable rooms</u>	<u>2</u>	<u>None below 30 rentable rooms; and then 1 per 30 rentable rooms</u>
	<u>Theaters</u>	<u>1 per 30 seats</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft.</u>
	<u>Retail sales and services of large items, such as appliances, furniture and equipment</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Mini-storage Facilities</u>	-	<u>2 per development</u>	<u>2</u>	<u>None</u>
<u>Vehicle Repair</u>	-	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<b>INDUSTRIAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Industrial Services, Railroad Yards, Wholesale Sales</u>	-	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Manufacturing and Production</u>	-	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>

<u>Warehouse and Freight Movement</u>	-	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Waste-related</u>	-	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<b>INSTITUTIONAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Basic Utilities</u>	-	<u>1 per 20 vehicle spaces (whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None below 20 vehicle spaces; and then 1 per 20 vehicle spaces (whether vehicle parking is required by code or not)</u>
<u>Colleges</u>	-	<u>1 per 20,000 sq. ft. of floor area associated with each building</u>	<u>2</u>	<u>None below 30 staff/faculty; and then 1 per 30 staff/faculty</u>
<u>Community Service</u>	-	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Daycare</u>	-	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Medical Centers</u>	-	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Parks and Open Areas[1] [2]</u>		<u>1-3 amenities= 4 spaces</u> <u>4-7 amenities= 8 spaces</u> <u>7-12 amenities= 16 spaces</u> <u>12+ amenities= 24 spaces</u>  <u>Additionally:</u> <u>1 per 10 vehicle spaces (whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None</u>

<u>Religious Institutions</u>	-	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Schools</u>	<u>Grade, Elementary, Junior High</u>	<u>1 per classroom</u>	<u>2</u>	<u>None</u>
	<u>High School</u>	<u>1 per classroom</u>	<u>2</u>	<u>None</u>
<b><u>OTHER CATEGORIES</u></b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Agriculture</u>	-	<u>None</u>	<u>None</u>	<u>None</u>
<u>Aviation and Surface Passenger Terminals</u>	-	<u>None</u>	<u>None</u>	<u>None</u>
<u>Detention Facilities</u>	-	<u>None</u>	<u>None</u>	<u>None</u>
<u>Essential Public Facilities</u>	-	<u>None</u>	<u>None</u>	<u>None</u>
<u>Wireless Communication Facilities</u>	-	<u>None</u>	<u>None</u>	<u>None</u>
<u>Rail Lines and Utility Corridors</u>	-	<u>None</u>	<u>None</u>	<u>None</u>
<p>[1] Parks and Open Space amenities, for the purpose of this section, are defined as park facilities such as playgrounds, ball fields, and splash pads. These do not include any natural area amenities such as habitat viewing station.</p> <p>[2] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.</p> <p>[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.</p>				

<b><u>TABLE 17C.230-4</u></b>			
<b><u>CENTER AND CORRIDOR ZONE REQUIRED BICYCLE PARKING SPACE FOR ALLOWED USES</u></b>			
<b><u>CENTERS AND CORRIDORS USE CATEGORIES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Residential</u>	<u>None</u>	<u>0</u>	<u>0.5 per unit</u>

<u>Hotels, including Bed and Breakfast Inns</u>	<u>1 per 30 rentable rooms</u>	<u>2</u>	<u>None below 30 rentable rooms; and then 1 per 30 rentable rooms</u>
<u>Commercial, Financial, Retail, Personal Services</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Eating and Drinking Establishments</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Restaurants without Cocktail Lounges</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Professional and Medical Offices</u>	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area</u>
<u>Entertainment, Museum and Cultural</u>	<u>1 per 60 seats, or 1 per 12,000 sq. ft. of floor area; whichever is lesser</u>	<u>2</u>	<u>None below 24,000 sq. ft. of floor area; and then 1 per 24,000 sq. ft. of floor area</u>
<u>Government, Public Service or Utility Structures, Social Services and Education</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Religious Institutions</u>	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Parks and Open Space [1]</u>	<u>1-3 amenities= 4 spaces</u> <u>4-7 amenities= 8 spaces</u> <u>7-12 amenities= 16 spaces</u> <u>12+ amenities= 24 spaces</u>  <u>Additionally:</u> <u>1 per 10 vehicle spaces (whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None</u>
<u>Structured Parking [2]</u>	<u>1 per 10 vehicle parking spaces</u>	<u>2</u>	<u>None</u>
<u>Public Parking Lot</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Limited Industrial (if entirely within a building)</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Heavy Industrial</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>

<u>Drive-through Businesses on Pedestrian Streets</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Motor Vehicles Sales, Rental, Repair or Washing</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Automotive Parts and Tires (with exterior storage or display)</u>	<u>None</u>	<u>0</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Gasoline Sales (serving more than six vehicles)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Gasoline Sale (serving six vehicles or less)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then ft. of floor area</u>
<u>Self-storage or Warehouse</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Adult Business (subject to chapter 17C.305 SMC special provisions)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Winery and Microbreweries</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Mobile Food Vending</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>[1] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.</u>			
<u>[2] Short-term parking within structured vehicle parking facilities must be on the ground floor and within the structure. There is no requirement for the parking to be in a secured enclosure.</u>			
<u>[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.</u>			

# EXHIBIT B



## Employee and Apartment Bike Parking Survey

### Tell us about your building's bike parking

The City of Spokane is working to triple the percent of people commuting to work by bicycle and quadruple the percent of daily trips by bike, as established in the City's Comprehensive Plan.

#### But where will all those bikes park?

The City's Planning Services Department is in the middle of reviewing and updating the Bicycle Parking code requirements to ensure the availability of safe, comfortable, adequate and secure bicycle parking for new buildings and major redevelopments throughout the City, as the existing code doesn't meet the community goals and standards identified in the City's Bicycle Master Plan and Comprehensive Plan. For more information about the project in general, the [project website](#) provides additional background.

While the City has convened a Public Advisory Committee made up of developers, agency staff and institutional representatives, at this time we haven't received broad-based user input from the people who would use these bike parking facilities.

Please take this questionnaire to let us know about YOUR experience as someone living, traveling and storing your bicycle in Spokane.

---

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## Employee and Apartment Bike Parking Survey

### Bicycle parking at work

#### Where would you prefer to park your bicycle at your workplace?\*

**Secure bike room** refers to a dedicated fully-enclosed space with vertical and horizontal racks, accessible only by building tenants through a secured door.



In a secure and covered bike cage located outside my building



In a dedicated rack that has been placed in my office space



In a ground floor, secure bike room accessible by a door from the sidewalk or street



In a secure bike room located on my individual floor



In a secure bike room or cage in the automobile parking area

Reset

#### What is the most challenging part of parking your bicycle at your workplace?

Note: you may select multiple answers



Parking a wet, muddy bike in my workspace is causing damage



My place of work does not allow me to store my bike in my workspace



The bike parking room is too full

☐

The bicycle rack at my work is not usable or is in an inconvenient location

☐

It is difficult to get my bicycle on an elevator or stairs

☐

My bike does not fit in any of the designated bicycle parking spaces or on any of the racks

☐

I'm concerned about the safety/security of my bicycle at the available bike room

☐

I'm concerned about the safety/security of my bicycle at the available outdoor bike racks

☐

There are no bike parking facilities at my building

☐

I do not commute via bicycle

☐

Other

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## Employee and Apartment Bike Parking Survey

### Bicycle parking at home

**Where would you prefer to park your bicycle at your residence? (Please rank the following options from 1 (your top choice) to 5)\***

**\*Secure bike room** refers to a fully-enclosed, dedicated room with horizontal and vertical bike racks, accessible only by tenants via a secured door.

☐ In a secure bike room located on my individual floor

☐ In a secure bike room or cage in the automobile parking area (including garage)

☐ In a secure and covered bike cage located outside my building

☐ In a dedicated rack that has been placed in my residential (apartment, condo) unit

☐ In a ground floor, secure bike room accessible by a door from the sidewalk or street

Reset

**What is the most challenging part of parking your bicycle at your apartment building?**

Note: you may select multiple answers

☐ Parking a wet, muddy bike in my unit is causing damage

☐ My building manager does not allow me to store my bike in my room and/or balcony



☐ The bicycle rack in my unit is not usable or is in an inconvenient location

☐ It is difficult to get my bicycle on the elevator

☐ My bike does not fit in any of the designated bicycle parking spaces or on any of the racks

☐ I'm concerned about the safety/security of my bicycle in the bike room

☐ I'm concerned about the safety/security of my bicycle on the available outdoor bike racks

☐ The bike room is too full

☐ The outdoor bike racks are too full

☐ There are no bike parking facilities at my building

☐ I do not ride a bicycle

☐ Other

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## Employee and Apartment Bike Parking Survey

### Proposed long-term bicycle parking

Below is an excerpt from the proposed DRAFT Bike Parking code updates. This section applies specifically to long-term bicycle parking in new buildings or major redevelopments. [Here is a link to a full version of the draft code update.](#)

#### Long-term bicycle parking standards

Long-term bicycle parking provides employees, students, residents, commuters, and others who generally stay at a site for several hours with a secure and weather-protected place to park bicycles.

1. Long-term bicycle parking must be located:
  - a. Within a building.
  - b. On-site, including parking structures and garages; or
  - c. Within three hundred (300) feet of the site.
2. A garage dedicated exclusively to one or two housing units shall meet all long-term bicycling parking requirements for the associated units.
3. Long-term bicycle parking must be provided in racks or lockers.
  - a. At least twenty-five percent (25%) of the racks must be horizontal to accommodate:
    - i. Those who cannot lift a bicycle into a vertical position; and
    - ii. Cargo, tandem, long-tailed or similar bicycles that do not fit into vertical bicycle racks.
4. Long-term bicycle parking spacing requirements.
  - a. For horizontal racks such as the inverted-u rack:
    - i. A minimum of three (3) feet parallel spacing between each rack; and
    - ii. A minimum of five (5) feet perpendicular access aisle between rows of bicycle parking; and
    - iii. A minimum of two (2) feet six (6) inches of perpendicular spacing between bicycle racks and walls or obstructions; and
    - iv. A minimum of two (2) feet for user access between a wall or other obstruction and the side of the nearest parked bicycle.
  - b. For vertical wall-mounted racks:
    - i. A minimum of three (3) feet parallel spacing between each rack; or, A minimum of one (1) foot six (6) inches parallel spacing combined with a minimum of an eight (8) inch vertical off-set between each rack; and



- bicycle parking; and
  - iii. A minimum of one (1) foot six (6) inches for user access between a wall or other obstruction and the side of the nearest parked bicycle.
5. Long-term bicycle parking must be covered. The cover must be,
- a. Permanent; and
  - b. Impervious.
6. Long-term bicycle parking shall be placed on floor and ground surfaces that are stable, firm, and slip resistant consistent with ADA requirements.
7. Long-term bike rack or bike locker design details must be provided with site layouts in order to determine the number of bicycle parking spaces accommodated by each rack.
8. To provide security the bicycle parking must be,
- a. In a locked room; or
  - b. In an enclosure with a locked gate or door, the walls of the enclosure are to be at least eight (8) feet tall or be floor-to-ceiling; or
  - c. In a permanently anchored, enclosed, and secured bike locker.
9. Property owners and businesses located on the same block may establish a grouped bicycle parking area where long-term bicycle parking solutions may be implemented.
- a. These areas shall be located no further than 300 feet from each site they intend to serve.
  - b. Bicycle parking shall be at a location that can be reached by an accessible route.
  - c. Bicycle parking shall meet all other relevant standards of this section.
10. Up to fifty percent (50%) of long-term bicycle parking for residential uses may be located within a dwelling unit. Long-term bicycle parking in a residential dwelling unit shall be:
- a. A designated bicycle storage closet; or
  - b. A private outdoor area where the bicycle can be secured to a vertical or horizontal rack.
    - i. The rack must be permanently affixed to the ground or wall; and
    - ii. The outdoor area must be covered to protect the bicycle from weather events.
11. If a development is unable to meet the standards of this section, the applicant may seek relief subject to the Planning Director's discretion.
- a. The applicant shall provide reasonable evidence as to why they are unable to fulfill the requirements of this section.
  - b. The applicant and the Planning Director should first explore alternatives for locating bicycle parking prior to agreeing to full relief from the requirements of this section.



## Generally, what is your level of agreement with these proposed standards for long-term bicycle parking location?\*

Please see the details provided above.

☐ Strongly disagree    ☐ Disagree    ☐ Neutral    ☐ Agree    ☐ Strongly agree

### Individual Standard Ratings ▾

Please let us know what you think of each standard (1 thru 11 above) by rating them 1 to 3 (1 being "dislike" 2 being "neutral" and 3 being "like")

#### Standard 1



#### Standard 2



#### Standard 3



#### Standard 4



#### Standard 5



#### Standard 6





### Standard 7



### Standard 8



### Standard 9



### Standard 10



### Standard 11



Please leave any other comments regarding the long-term bicycle parking standards here.

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## Employee and Apartment Bike Parking Survey

### Background Information

Just a couple more questions! If you could please provide us with some more information about your bicycle use and interest, this will help us better understand the results of this survey.

#### How would you describe your interest in long-term bicycle parking?\*

☐

I currently park my bicycle at my place of work during my shift

☐

I currently park my bicycle at my apartment or condo

☐

With better long-term parking, I would consider parking my bicycle at my place of work during my shift

☐

With better long-term parking, I would consider parking my bicycle at my apartment or condo

☐

Other

#### If other, please describe

#### How many bicycles does your household own?\*

Question optional



☐ 1-bicycle

☐ 2-bicycles

☐ 3-bicycles

☐ 4-bicycles

☐ 5-bicycles

☐ More than 5 bicycles

**What types of bicycle(s) do you own?\***

☐ None

☐ Traditional 2-wheeled bike

☐ Recumbent bike

☐ 3-wheel tricycle

☐ Cargo bike

☐ Long-tailed bike



E-BIKE



Trailer



Other

### How would you describe your current bicycle use?\*



Strong and Fearless - I ride in any condition



Enthusied and Confident - I enjoy riding in good weather, on low-speed streets



Interested but Concerned - I would consider riding if there were safe places to ride



No way, no how - Bicycling is not an option I would ever consider

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## Employee and Apartment Bike Parking Survey

### Thank you!

We very much appreciate your participation in this survey, if you would like additional information please visit [our webpage](#).

**Before you go, if there is anything else you'd like to tell us please comment below.**

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Submit

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This questionnaire seeks feedback from current and potential users of apartment and workplace long-term bike parking.

Owner: cquinnhurst\_spokane, created: Feb 2, 2023, updated: Feb 15, 2023

This survey is shared with **Everyone (public)** and **City of Spokane**

244

Total records

1

Total participants

Feb 16  
2023

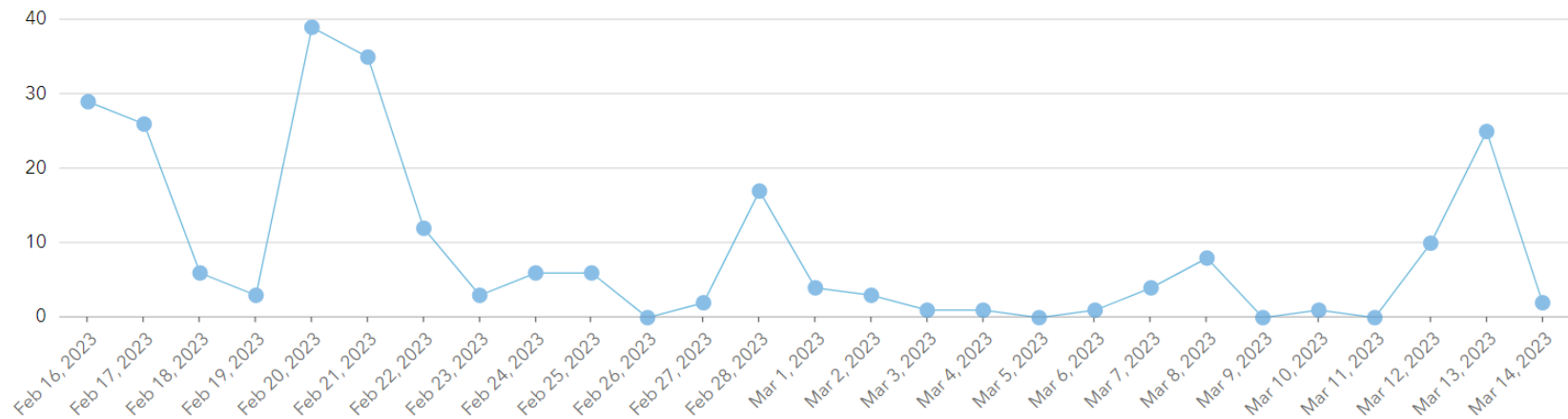
First submitted On

Mar 14  
2023

Last submitted On ⓘ

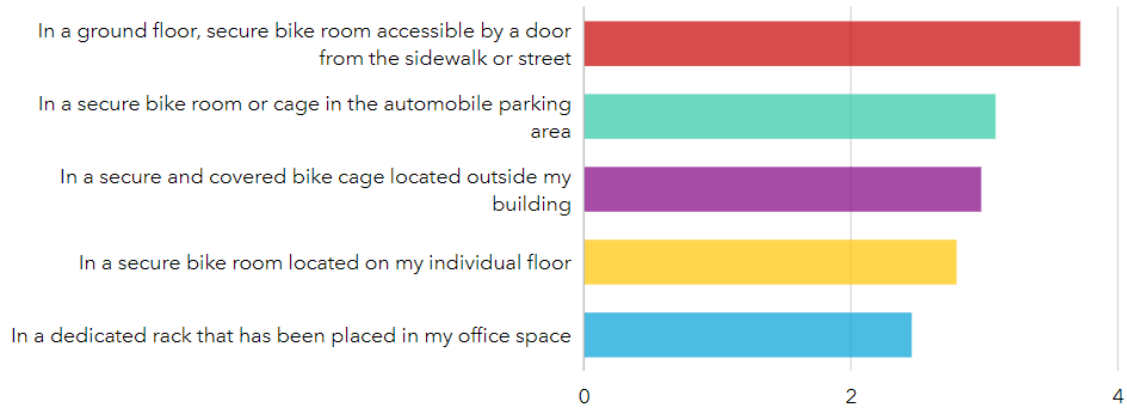
Surveys count: 244 (total: 244)

2/16/23 - 3/14/23



● Where would you prefer to park your bicycle at your workplace? ★

Column Bar



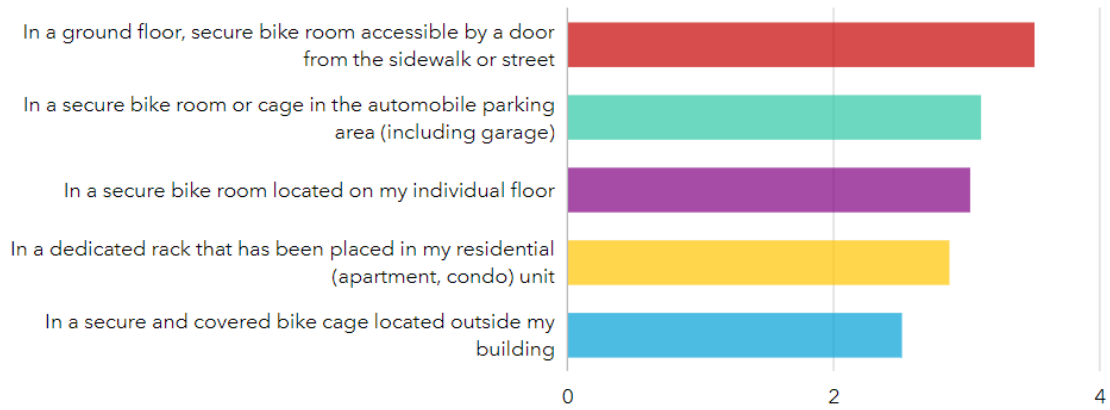
Rank	Answers	1	2	3	4	5	Average score
1	In a ground floor, secure bike room accessible by a door from the sidewalk or street	41.39% 101	17.21% 42	21.31% 52	11.48% 28	8.61% 21	3.71
2	In a secure bike room or cage in the automobile parking area	19.26% 47	22.54% 55	20.08% 49	22.95% 56	15.16% 37	3.08
3	In a secure and covered bike cage located outside my building	17.21% 42	22.54% 55	20.08% 49	20.49% 50	19.67% 48	2.97
4	In a secure bike room located on my individual floor	11.89% 29	23.36% 57	17.62% 43	25.82% 63	21.31% 52	2.79
5	In a dedicated rack that has been placed in my office space	10.25% 25	14.34% 35	20.9% 51	19.26% 47	35.25% 86	2.45

● Where would you prefer to park your bicycle at your residence? (Please rank the following...



Column

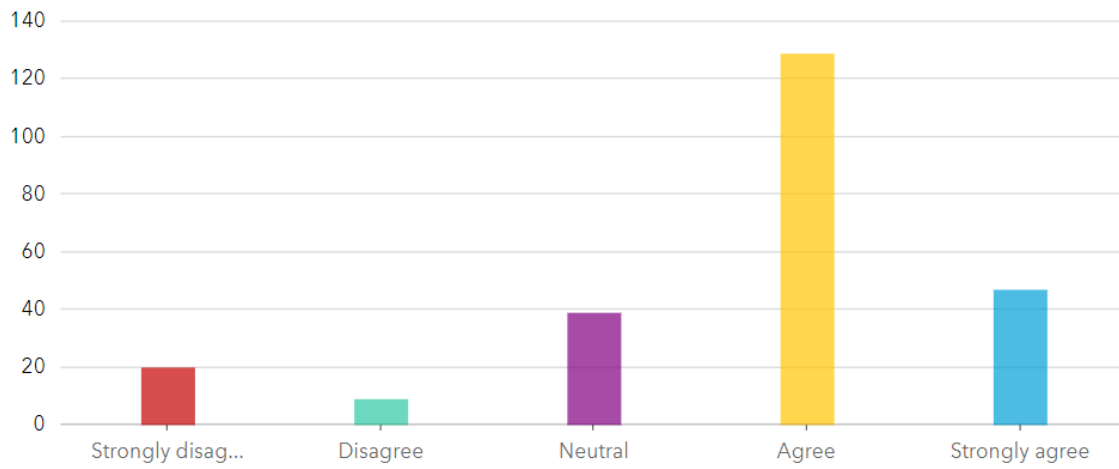
Bar



Rank	Answers	1	2	3	4	5	Average score
1	In a ground floor, secure bike room accessible by a door from the sidewalk or street	31.97% 78	19.26% 47	24.18% 59	16.39% 40	8.2% 20	3.50
2	In a secure bike room or cage in the automobile parking area (including garage)	21.72% 53	19.67% 48	20.9% 51	22.54% 55	15.16% 37	3.10
3	In a secure bike room located on my individual floor	15.16% 37	27.05% 66	18.85% 46	22.54% 55	16.39% 40	3.02
4	In a dedicated rack that has been placed in my residential (apartment,	20.08% 49	20.08% 49	14.75% 36	16.39% 40	28.69% 70	2.86
5	In a secure and covered bike cage located outside my building	11.07% 27	13.93% 34	21.31% 52	22.13% 54	31.56% 77	2.51

● Generally, what is your level of agreement with these proposed standards for long-term...

\*Column Bar Pie Map



[Hide table](#)

☒ Empty categories [↑↓ Sort](#)

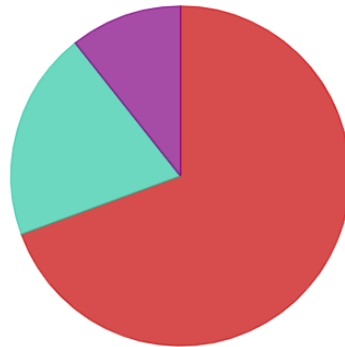
Answers	Count	Percentage
Strongly disagree	20	8.2%
Disagree	9	3.69%
Neutral	39	15.98%
Agree	129	52.87%
Strongly agree	47	19.26%

● ● Standard 1

Column Bar Pie Map

Average

2.6



● 3  
● 2  
● 1

[Hide table](#)

☒ Empty categories [↑↓ Sort](#)

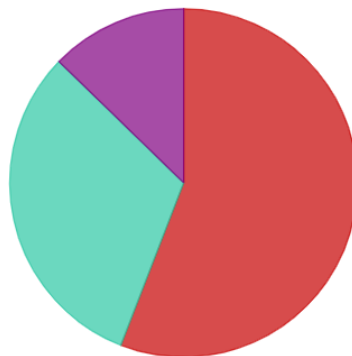
Answers	Count	Percentage
3	143	58.61%
2	41	16.8%
1	22	9.02%

● ● Standard 2

Column Bar Pie Map

Average

2.4



● 3  
● 2  
● 1

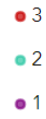
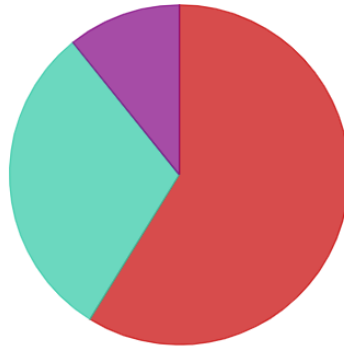
[Hide table](#)

☒ Empty categories [↑↓ Sort](#)

Answers	Count	Percentage
3	114	46.72%
2	64	26.23%
1	26	10.66%

Average

2.5



[Hide table](#)

☒ Empty categories [↑↓ Sort](#)

Answers	Count	Percentage
3	120	49.18%
2	62	25.41%
1	22	9.02%

Average

2.5



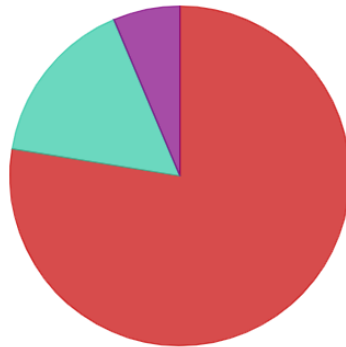
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☒ Empty categories [↑↓ Sort](#)

Answers	Count	Percentage
3	123	50.41%
2	54	22.13%
1	23	9.43%

Average

2.7



● 3  
● 2  
● 1

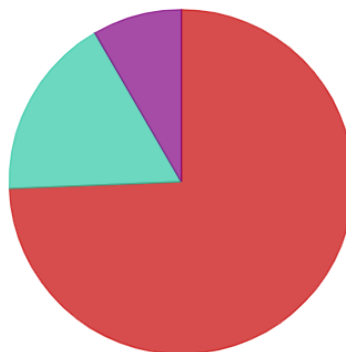
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☒ Empty categories [↑↓ Sort](#)

Answers	Count	Percentage
3	159	65.16%
2	33	13.52%
1	13	5.33%

Average

2.7



● 3  
● 2  
● 1

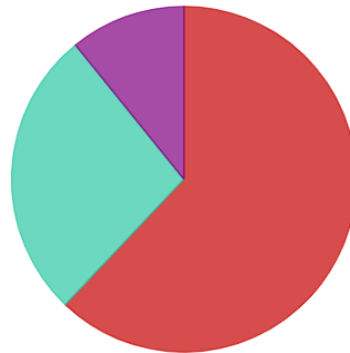
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☒ Empty categories [↑↓ Sort](#)

Answers	Count	Percentage
3	151	61.89%
2	35	14.34%
1	17	6.97%

Average

2.5



3  
2  
1

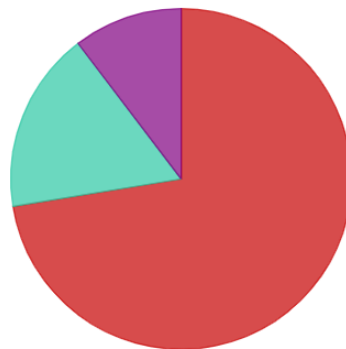
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☒ Empty categories [Sort](#)

Answers	Count	Percentage
3	126	51.64%
2	55	22.54%
1	22	9.02%

Average

2.6



3  
2  
1

[Hide table](#)

☒ Empty categories [Sort](#)

Answers	Count	Percentage
3	147	60.25%
2	35	14.34%
1	21	8.61%

Average

2.4



● 3  
● 2  
● 1

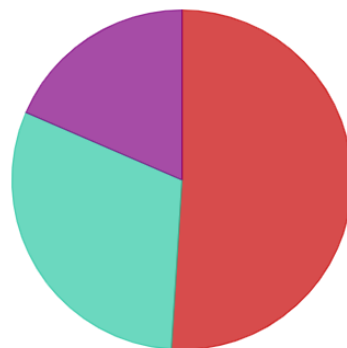
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☒ Empty categories [↑↓ Sort](#)

Answers	Count	Percentage
3	119	48.77%
2	49	20.08%
1	32	13.11%

Average

2.3



● 3  
● 2  
● 1

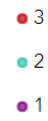
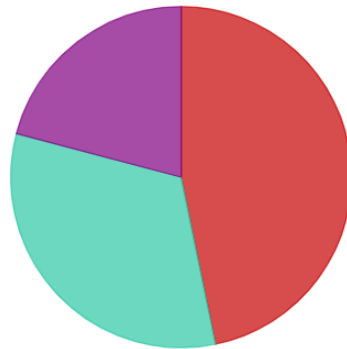
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Answers	Count	Percentage
3	102	41.8%
2	61	25%
1	37	15.16%

Average

2.3



[Hide table](#)

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Answers	Count	Percentage
3	94	38.52%
2	65	26.64%
1	42	17.21%

- Word cloud 

We need long term bicycle parking at public facilities: What do I do if I want to go to the Arena, Riverfront Park, the Podium or Downtown Stadium for an event with my \$4000 pedal-assist e-bike? Leave it for 4 hours unattended with just a lock?? These locations need weather protected and sight obscured bike lockers for the public's more expensive and generally larger e-bikes or cargo bikes.
Very well thought out . Excellent standards to help promote safe storage of bicycles. I have had multiple bikes stolen in a different city. Standards like this would have prevented both
This is great for new development, but there needs to be a concerted effort to provide safe parking on the city streets for businesses, restaurants, grocery stores etc as well as for historic areas. So much of the city is over a hundred years old and it can take decades for some places to implement a change that would trigger these requirements.
This is dumb. Focus on things that make an impact on at least 10% of the population. This is a great example of focusing on the small things and not the big issues. Clean up the homeless mess before making rules about bicycle parking!
This is all fine and good, but who will maintain the spaces? Where can the biker go to get help when things go wrong? Who will verify if the space is actually being used, or has the user vacated the apartment etc.? Should there be a fee for using the space, so that unused bikes are not just sitting there taking up space?
These bike parking standards are excessive. The population of the City of Spokane largely uses vehicle parking, which is limited enough. The bicycle code for the City of Spokane has created a significant negative impacts on motor vehicle traffic and parking. Bike lanes in the City of Spokane are under-utilized because they're not needed. With only a few good months of bicycle riding weather for the majority of the public, biking is not a viable means of regular transportation. Stop spending millions of dollars and impacting developers with these requirements. Make Spokane a city that attracts business and residents by having smooth flowing traffic and plenty of parking options. Parking downtown is already a nightmare for customers and employees.
These all make good sense to me.
The issue with biking in Spokane is not so much access to long term parking as it is the need for safe bike lanes/routes to be more thoroughly dispersed throughout the city. If you live and work along the river, on the periphery of the downtown area, or in the university district, you can get to work by bike reasonably safely, but if you live even just a few blocks outside of these regions, it can be incredibly dangerous to bike to work/school. We need more bike lanes/routes connecting to highly used areas, such as Sacred Heart Medical Center, Northtown/Garland District, whitworth, SCC, etc.
The biggest problem with bike storage (short or long term) is vandalism. If the bike is visible to non-owner it is subjected to vandalism (cables cut, wheels damaged or removed, painted, seats cut, etc). None of the solutions addresses vandalism. Theft occurs even if the bike is locked securely. If they are not locked in a location that limits access to owners, the bike is high risk for being stolen.
Strong consideration must be given to addressing the storage of e-bikes and in particular, prohibiting storage and/or charging of L-Ion batteries in those areas not predictably within view of the owner.

Instead, while the bicycle can be stored in a dedicated area, the battery must be stored in the owners residence or workstation.
Standard 8: worried if the enclosure doesnt have a ceiling and is made of chain link, bikes will still get stolen— they are often light enough to lift in one hand. Standard 11 makes me worried that developers will create reasonable-sounding excuses for why they cannot provide bike parking. Similar to how some corporations consider legal fines as the cost of doing business, it seems to create a loophole which any developer could squeeze through. I don't know how to make it more binding, but I am concerned.
Some kind of language that ensures long-term bicycle parking cages located in or near parking structures are placed a safe distance from car traffic would be helpful.
Responsibility is on me. I really don't like where this is going. I also have a car that I use all year long. Personally, my bike is for recreation most of the few months I can use it in Spokane.
Requiring parking 300 ft from the business seems to far, I would like to be able to see my bike while I'm at the business. 150 ft?
Regarding standard 9, it would be best if all of the businesses within the shared parking zone are in the same block, avoiding crossing streets when going from bike parking to final destination.
Re: #10: It is extremely control-freak to make any law that "Up to fifty percent (50%) of long-term bicycle parking for residential uses may be located within a dwelling unit." .. SERIOUSLY Spokane? What about the other 50%? Are you purposely creating reasons for domestic issues amongst neighbors who have to decide which 50% of the residents are the lucky ones? Where's the *equality* when only 50% of residents will have the right to have a bike in their apartment. .. If I were the Governor: I'd make a law that forbids any from making laws denying a person the right to park their bicycle in their apartment. Who are the people that decided that only 50% of an apartments' residents should continue to have the right to park their bicycle in their apartment? Shame on them for being control-freakers. .. #9 grants people rights that they already have, and then clause #9a limits those rights = you're attempting to take away rights you have no valid reason to take.
Property theft is a serious concern in this city. Residential parking requirements will need to require a cage, locker, or secure room if you want people to feel comfortable leaving their bikes there. A covered bike rack won't cut it.
Please keep the sidewalks clear for pedestrians. Park bikes off the sidewalks.
People who ride bikes should rent places that have facilities for bikes There should be "NO" laws requiring landlords to make facilities bike friendly. This would increase rents on building where people who don't bike. Keep laws out of this!!!
Outdoor parking is the most vulnerable to theft, so it should be the least encouraged option for long-term storage.
Number 10 - I'm ok with up to 80% being in the unit, but the rack language needs to be cleaned up. Is a rack actually required? 10.b.i "a rack shall be provided and permanently affixed to..."

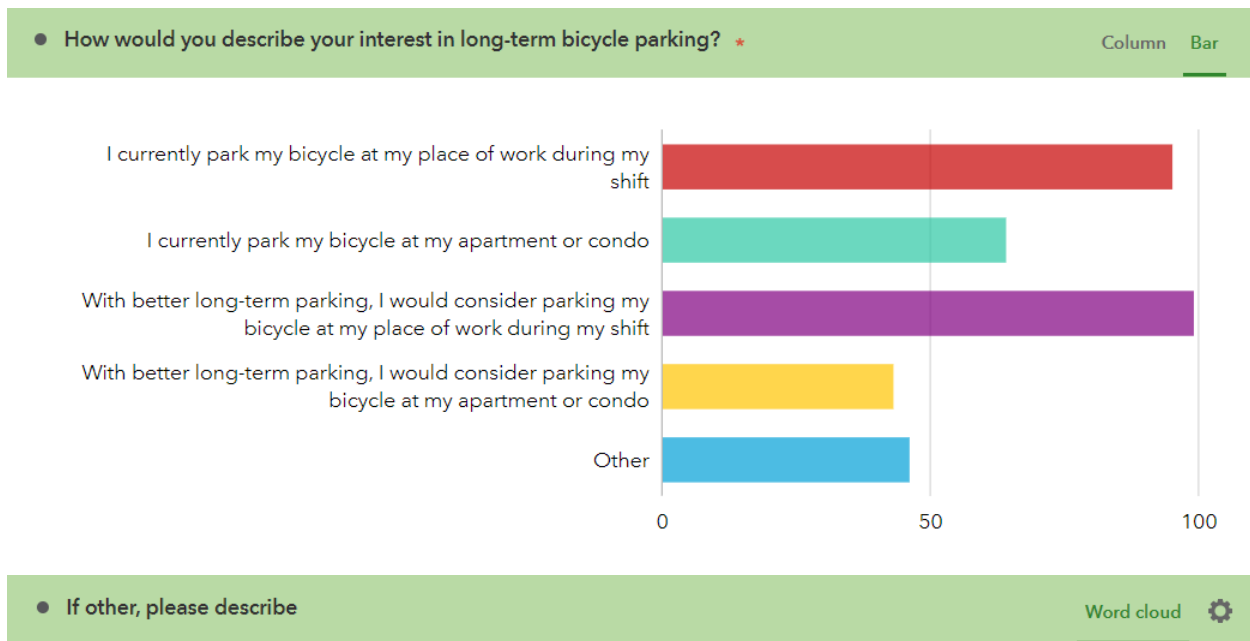
None of this will matter. The shit humans these political clowns love so much will destroy whatever is put in place. The fucking bums and tweakers will steal, shit on, piss all over, and destroy whatever. AND THE IDIOTS ON CITY COUNCIL WILL JUST ALLOT MORE MONEY FOR THEM
None
Nobody wants to park their bikes on outside racks anymore. There's just too many bike thieves and the police are too busy or just don't care about bike theft.
No bicycle racks/parking on sidewalks
Most riders main concern with long term bike storage is security, the racks are always outside and out of the way which means no one sees if people mess with them. I use Lime more than my own bike when available largely in part due to the ability to park them basically anywhere.
It is most important to consider while offering various levels of bike storage, protection against theft in bulk storage containers/garages with security cameras as well as a security roster electronically or otherwise for access. Individual bike lockers have been used over the years by default as homeless housing, and or suffered vandalism and or theft - offering bike racks at area businesses it ideal alongside educational tips to prevent theft and or potential damage to personal property.
If we were in a more temperate climate a bike program could work. Not here.
If we used STA buses similar to how the Dutch use there Trains, most bicycles for commuters would remain down town for long term storage and be parked at STA facilities: Downtown and/or satellite Park and Rides.. We need a paradigm shift in use between auto, public transportation for bicycle users. A simple rail that you can lock to is an alternative to a bicycle rack and allows for a better use of facilities having narrow & physical constraints, also true of sidewalks. Shared garages are difficult for multiple users/owners to manage. In addition the City should consider giving up one potential parking space in each block of the city core for on street covered bicycle storage.
I'm very happy the city is working on this issue. There is a lack of secured (and even non secured) bike parking in Spokane.
I'm glad to see you all working through this because it's very needed. I hope that building owners are willing to collaborate with the city on creating better bike parking especially for e-bikes.
I would like the city to dedicate 1 or 2 parking garage floors to bike and scooter parking.
I would be very skeptical about allowing landlords out of this obligation—it's not that difficult to meet.
I think the maximum distance from the bicycle enclosure to its business location ought to be 100' instead of 300'.
I think the city should consider the impact of e-bikes on bike commuting and the needs of those bikers. Electric bikes are larger than traditional bikes and take up considerably more room. Also, the ability to charge an e-bike within the bike cage should also be considered.

I think that roads without pot holes is a more basic necessity prior to bicycle parking. I understand that bicycle traffic could reduce road wear, however, due to Spokane's winter weather, bicycling is often seasonal. Our busses require adequate roads. Let's stick to the basics before spending money on bike storage.
I think bicycle parking locations in Dwelling Units could cause disruption and force tenants to shun others for muddying up the dwelling units with their bikes. Maybe lower it to 25% and then I would be fine with the change. But 10 could cause some day-to-day problems. Also, I do not know enough about bicycles to talk on Standard 4. Other then this, I think this is a great idea! Especially with the rise of free, electric bicycles, this will allow electric bicycles off the streets and into nice parking spaces.
I think as long as what you have is secure, any effort is better than none. I've had 5 bikes stolen since moving back to Spokane- all were locked and within view of many windows and open businesses. Spokane needs to keep up with how quickly thieves are moving to break locks and follow-up on the obvious chop shops going on around downtown. I can't tell you how many times I've seen someone selling bikes on the corner that they clearly didn't obtain by honest means. I love that Spokane is trying so hard to make the city more pedestrian/biker friendly but even having pretty racks or outdoor rooms won't help if they aren't truly secure. Maybe a coded entry? Badge entry for businesses (so that even former employees can't give codes out)?
I strongly support these recommendations regarding long-term bicycle parking. I do think, though, that business owners and landlords should be required to consistently communicate what the bike parking options are. In other words, there should never be an employee or resident who doesn't know what bike parking is available to them. I've seen employees choose not to ride their bike to work because they are unaware that secure bike parking exists - this is a barrier that cannot exist in a bike friendly city.
I might be misreading the standards, but it looks like they are proposing the outdoor bike racks would be sufficient? Thats a problem, given the prevalence of bike theft in this town. "Property owners and businesses located on the same block may establish a grouped bicycle parking area..." Meaning install a standard bike rack? We need a couple of secure downtown bicycle parking garages for cyclists going downtown not to work but to dine of shop.
I love cycling in Spokane and often commute, taking my kids to school. I really appreciate the strides the bicycle planning commission is taking to improve the cycling infrastructure in our city. Thank you.
I like the requirements for horizontal parking - as someone who has a heavy bike and does not want to dead lift it to a rack. Controlled security is also a must - including places to lock your bike WITHIN the locker. This is from someone who had a bike stolen out of a locked storage area because another person let the thief into the cage.
I have an adult tricycle- hard to place and secure, At this point I work from home and use my bike for grocery shopping and close errands. My medical facility has no parking for me.
I greatly appreciate any effort to make the city more cycle friendly. Bike lanes, traffic safety and driver education/tolerance also need to be addressed at some point. Thank you again

I don't have much to say about most of these. To me, the most important is that the bike storage is covered. I think that requiring a separate/locked enclosure could unintentionally make things more complicated because you would have to carry an extra key/card to access storage, which could be a problem for guests, etc
Guidance is great; regulations that impede property development are undesirable.
Good work, keep it up!
For standard 11, possible alternative solutions should be provided
For standard 11, impose a fee for places that do not instal bike racks to penalize loop holes be taken advantage of by businesses not wanting to pay to install bike racks. Encouraging more biking by having protected bike storage is so important to the city of Spokane because it takes cars off the road minimizing traffic collisions and road wear/tear
Finally, now lets do this right for all citizens.
Due to Spokane's weather, you can only bike limited days. We need to address year around solutions.
Developers need to be held responsible for adequate bike AND auto parking. It's out of control.
Covered individual bike parking out of sight is the most desirable
commuter and e-bikes have accessories like lights, panniers, etc. that require more security than locking to a bike rack can provide, which is why the provision of "long term parking" even for relatively short trips is important.
Bikes will get stolen and moved to athol
Bikes can still be stolen from racks or rooms in which any resident has access. Additional security measures which can be applied to individual bikes such as bars should also be made available/usable to prevent this kind of theft.
Bicycles need to be treated like any other vehicle. Licensed. Total lighting. Either a car parking spot with lock up capabilities or an area similar for bikes and charged loads ke a car. We are in an E-Bike era.
Bicycle parking should be encouraged in areas near shopping centers and restaurants to make food more accessible to cyclists.
As a bicycle commuter to work, storing my bike inside the building is a must. It provides the greatest protection from it being stolen.
Are you familiar with the state CTR program. It would answer many of your questions. Check with the county engineer department
All of these requirements are insane. Most people don't even commute by bike accept in the milder months in Spring and Fall. Too snowy in the winter, too hot in the summer. Are you going to require

showers? this is a massive overreach. Have you even studied if more people will actually ride bikes if parking is available? It doesn't seem that parking is the issue keeping people from riding bikes.
AGAIN I CALL BS. YOU ARE OVER REACHING THE NEED FOR COMPELING OTHERS TO CONFORM TO A VERY MINOR PERCENT OF THE POPULATION USING BIKES. IT IS A DOWNTOWN ISSUE AND SHOULD NOT CONCERN THE VAST MAJORITY OF THE COUNTY. ONLY THOSE THAT OWN THE PROPERTIES SHOULD HAVE A SAY IN ANY SUCH PROGRAM. IF YOU ARE A RENTER YOU HAVE NO RIGHTS IN THIS TYPE OF ISSUE. IF YOU DISAGREE THEN YOU SHOULD USE YOUR OWN FUNDING NOT TAX PAYER FUNDS TO ROLL OUT A PROGRAM. STOP WASTING OUR TIME AND MONEY. NEITHER ARE YOURS.
Adding this requirement to building codes or city projects only adds cost to buildings. The city shouldn't be in the business of adding cost to buildings unless it impacts the safety of said buildings. This is an ineffecient and ineffective way to encourage bike use.
Add more protected bike lanes but get rid of the death by ride turn where you make a bike rider to dart out into traffic while avoiding a car from hitting them while making a right turn.
Access to bike parking at Sacred Heart requires coming up over a curb, the racks are so close together it can be difficult to get in and out, and in the summer it is hard to find an opening to put the bike.
A locked space is the key. Bicycle lockers are best.
3. Planning for an increased number of e-bikes with horizontal parking would be very wise. Is 25% enough? 8. This applies to 8 or any other mention of a 'secure room', doors should have something like a Interlocking Astragal Offset Bar in place to prevent theft. I had my bike stolen from a 'secure room' in my former building, that was locked and FOB secured, it however did not have an Interlocking Astragal Offset Bar. My current building has one installed on the bike room (and all exterior doors) and there haven't been any bike thefts in my current building. 9. I understand the need to be reasonable but 300ft is quite far and my present safety and accessibility concerns. 10. I think that developers could slap a bike hanger in you closet and satisfy this requirement and then you wouldn't be able to use the closet as a pantry, etc. It should be dedicated. And not more expensive. 11. The keyword is reasonable, it must be enforced and we should not cave to cheap developers.
3. Expecting developers to accommodate every type of bike (section 2) is unreasonable. 9. Collaboration in some cases might work, but who pays for it, maintains it, and pays taxes on the new structure? This seems like a headache. 11. Why give selective developers option for out. Either go all in or none.
25% of total parking space is insufficient for people who can't lift their bike into a vertical space or have cargo/tandem/long-tailed bikes
20 and 40 foot shipping containers should not be entertained. They are dark, moldy, and lack necessary visibility. 1 three wheeler, a quad pedaled ADA vehicle, or a new human resident can ruin shipping container bike parking for a whole building of cyclists.
You need to stop bike thieves from stealing bikes. No one will want to leave their bike if it's not there when they get back. I have had bikes stolen when locked to a secure rack, under a security camera, had clear footage of the thief, and was told by officers that it would not be investigated. Leaving a

bike unattended for even a few minutes is a flip of a coin if it will be there, in one piece, when you get back. I've been commuting by bicycle every day for over 30yrs and it's not as safe as it was in years past. There are other issues that need addressed before you worry about parking.



Response
Won't ride my bike downtown because there is no secured parking structure
With the best parking in the world I wouldn't ride my bike. Spokane has too much violent crime and bikes are always in the way.
See previous comment
See below
Road money before bike money. Finish the North/South Freeway first.
Retired but thru the CTR program businesses had to provide cages for their employees bikes

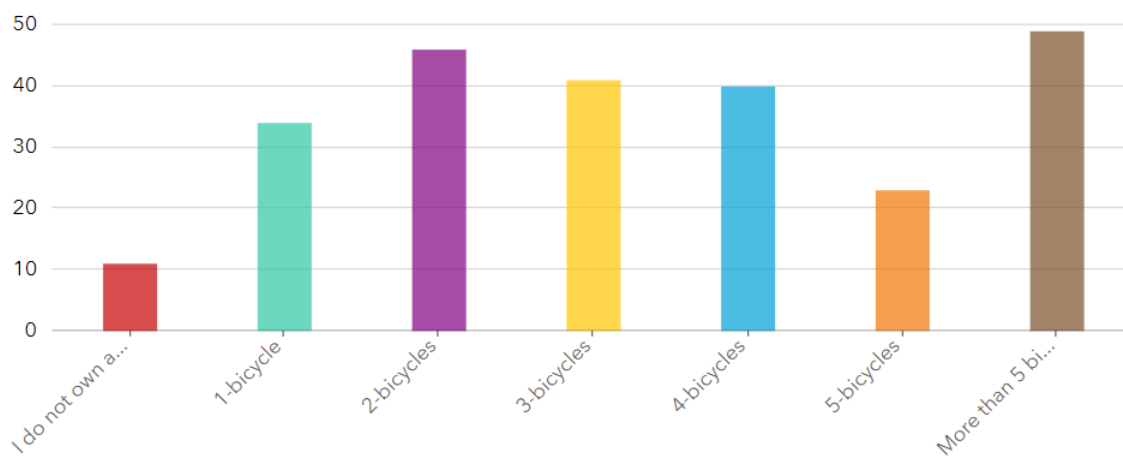
Quit focusing on a small fraction of people! Fix the big issues first
NOT INTERESTED AT ALL. A SIMILAR THOUGHT FOR THE VAST MAJORITY. RIDE YOUR BIKES ON THE TRAIL SYSTEM NOT ON THE STREETS.
No interest
little accommodation for adult tricycle style.
Keep laws out of this!!!
It's my responsibility to find my own "safe parking."
It is dwindling. After having 4 bikes stolen in 1.5 years by the sub par citizens that the liberal pukes in this state love, I am considering buying a 3rd car instead.
If I didn't have room for my bike, I wouldn't own one. I am 57, female and love riding my bike. But I do not expect to put my bike problem on someone else. No no no!
I would ride my bike more often if it were more accessible to park at work
I used to park my bike at my place of work during my shift, but stopped due to lifestyle changes. I would like to do so again.
I remote work now so my home/work bike parking are the same, in my secure garage. When I worked in office, options were a) a closet, b) an empty cubicle, and c)eventually a dedicated, secured bike storage area.
I park my bike in my house
I park at home. I'm retired, so my bicycle parking mostly is at public places downtown.
I have kids, so improved bike paths and bicycle infrastructure would encourage me to ride my bike more since I need to consider transportation with my kids schedule as well.
I have a garage. Dont commute by bike.
I don't commute via bike
I don't ride a bike for transportation
I do not utilize a bicycle
I do not ride my bike to work
I DO NOT RIDE A BIKE
I currently park my bike on my balcony (within my unit).
I am homeowner. I need better, more secure parking at businesses that I frequent.
I am a retired home-owner now, but while I was working, availability of long-term parking at work was the primary consideration for riding to work, rather than driving. the deciding

Don't bike need better public transportation.
Currently park my bike behind my place of employment (elementary school) because no rack on grounds that fit my bike. Park it behind school by businesses on a bike/art structure on Perry street. Exposed to elements,...
Currently locked inside residence or locked garage
Concerned citizen
You did not really give enough space above for a complete answer.
With better parking options I would choose to ride to work more often
We currently bring our bikes up through the elevator and into our office space. We do not really have space and would really benefit from alternative bike parking.
The emphasis on bicycle commuting in this survey is driving me nuts. I want to ride downtown to shop or dine, but I don't because there is no where safe to park my bike.
See previous comment
See above?
Our building has no bicycle parking.
In my garage
If parking was better I would bring my bike down town more.
If I want to ride, it's my responsibility to keep bikes safe, not some other person, entity or state.
I'm retired and live at residential home.
I'm disappointed that so far no mention has been made of bicycle parking in public areas.
I store my bike in a garage at my residence and in my office space at work.
I like to shop by bike and go out by bike, but often can't do so because there's no parking I trust.
I keep my bicycle inside at my residence (house)
I don't use a bicycle
I am not currently in a position to bike to bike to work, nor store my bike at an apartment. I do support interests in making biking more accessible and safer.
I am a retired home-owner now, but while I was working, availability of long-term parking at work was the primary consideration for riding to work, rather than driving.
Don't bike need better public transportation.
Described above

Concerns while visiting downtown and leaving the bike unattended
Cannot afford to park car downtown so I have to commute
Biking is recreational and an individuals issue to figure out storage!
As I look for apartments and houses, I do not see options for bikes outside of a garage. It would be nice to have options to securly store bikes.

● How many bicycles does your household own? \*

Column Bar Pie Map



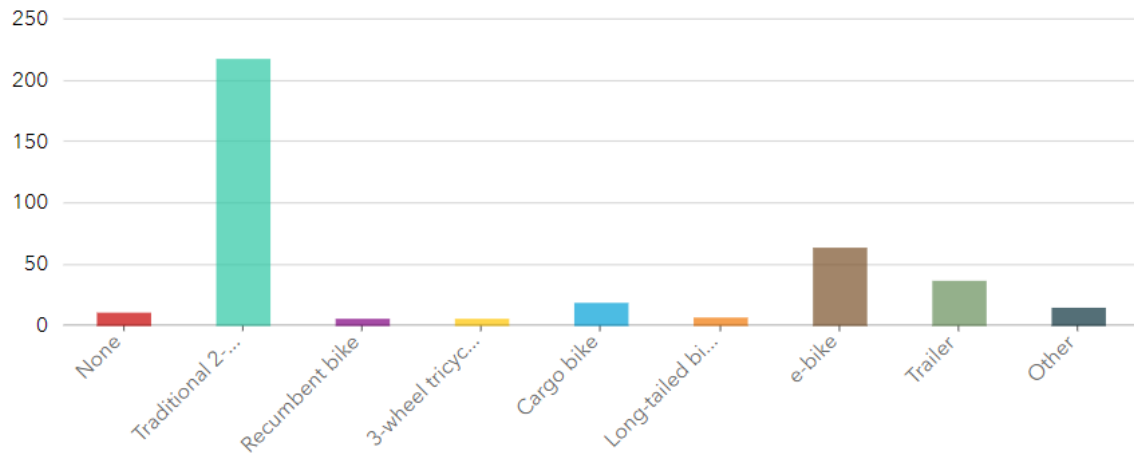
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Answers	Count	Percentage
I do not own a bicycle	11	4.51%
1-bicycle	34	13.93%
2-bicycles	46	18.85%
3-bicycles	41	16.8%
4-bicycles	40	16.39%
5-bicycles	23	9.43%
More than 5 bicycles	49	20.08%

● What types of bicycle(s) do you own? \*

Column Bar



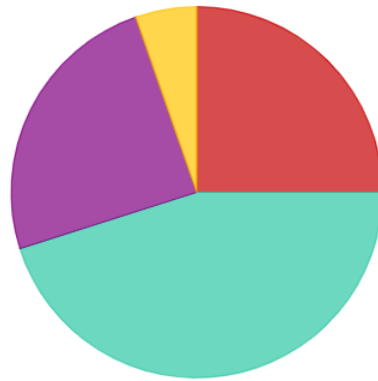
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Answers	Count	Percentage
None	11	4.51%
Traditional 2-wheeled bike	218	89.34%
Recumbent bike	6	2.46%
3-wheel tricycle	6	2.46%
Cargo bike	19	7.79%
Long-tailed bike	7	2.87%
e-bike	64	26.23%
Trailer	37	15.16%
Other	15	6.15%

● How would you describe your current bicycle use? \*

Column Bar **Pie** Map



- Strong and Fearless - I ride in any condition
- Enthusied and Confident - I enjoy riding in good weather, on low-speed streets
- Interested but Concerned - I would consider riding if there were safe places to ride
- No way, no how - Bicycling is not an option I would ever consider

[Hide table](#)

☒ Empty categories [↑↓ Sort](#)

Answers	Count	Percentage
Strong and Fearless - I ride in any condition	61	25%
Enthusied and Confident - I enjoy riding in good weather, on low-speed streets	110	45.08%
Interested but Concerned - I would consider riding if there were safe places to ride	60	24.59%
No way, no how - Bicycling is not an option I would ever consider	13	5.33%

- Word cloud 



YOUR BIKERS DO NOT SHARE THE ROAD AND ARE A HASZARD TO THE PUBLIC TRAFFIC FLOW ALMOST EVERY DAY. WITH PUBLIC TRANSPERTATION THERE IS NO NEED FOR BIKES. THAT IS HOW YOUR BUS SYSTEM IS PUSHING THEIR EXPANSION.

## Why don't all neighborhoods have a bike path

B-41

WHAT IS THE PLAN FOR RECUMBANT BICYCLES AND TRICYCLES? WILL THERE BE CONSIDERATION FOR CHARGING STATIONS FOR E-BIKES? SHOULD THE CHARGING STATIONS BE LOCATED IN A SECURE OUTDOORS OR MECHANICALLY VENTILATED LOCATION DUE TO POSSIBLE FIRE AND ASSOCIATED TOXIC GASES HAZARD? FIRE SPRINKLERS, DETECTORS, SECURITY SYSTEMS?
We sold our bikes because we no longer feel safe in Spokane . The Centennial Trail and downtown Spokane are danger zones.
We need more basic bicycle racks all around the city. There is often no bike rack anywhere near where you need to go, so you end up locking your bike to a street sign.
This is great! Thanks for doing the work to bring these guidelines into being.
This is great you are looking at bike parking. We ride around 1,000 miles per year. We have had issues with homeless people downtown especially at riverfront park, trying to steal our bikes.
This is also important in the lower density areas as well. I'd highly consider developing similar standards around schools as well.
This city is a complete joke. You don't care about our input here.
There's too much gravel in the bike lanes. It's a slip hazard. I don't worry about falling as much as I worry about falling a foot away from traffic. Also a truck switched from one side of the street to the other to play "chicken" with me two weeks ago. Not a first.
There are some nice bike riding options in town. however, many parts of town do not have good or safe bike riding conditions on the streets. Many streets in town are narrow and do not provide room for a bike. We need more bike lanes or paths to make a bicycle an option for the city.
The largest deterrent to bicycling in Spokane is theft. Dedicated, separated bike lanes are great but right now there is nowhere safe to lock up my bike in all of downtown. We need bike cages or secured garages.
The city should work on making protected bike lanes in more heavily trafficked areas. Adding more bike parking will only be utilized if there's safe bicycle infrastructure for cyclists to commute with.
The City of Spokane has neglected a core ingredient in encouraging bicycle commuting: how to get across the Spokane River in the vicinity of downtown. Think about it, what are the options? The Post Street bridge is closed and there are no bike lanes on Monroe, Maple, or Washington/Stevens bridges. Don't tell me 'just ride on the sidewalk,' that's not safe for actual pedestrians. Don't tell me 'just ride through Riverfront Park,' it's often mobbed with pedestrians in full-random mode. Also, the ridiculous interruption of the bike lane with a 1-foot-high concrete barrier in front of the Chase building on Main Ave is idiotic. It routes bike traffic right up onto the sidewalk, where it's not even legal to ride a bike due to the hazard of colliding with a pedestrian in downtown. Are you trying to get people hurt? The straight-through bike lane that used to be there was fine.
The bike infrastructure here is terribly designed and terribly maintained. Motorists also are free to harass and endanger cyclists with no repercussions. Until this is addressed, cycling will not be popular here.

Thanks for working on this project
Thanks for looking for input on this matter!
Thank you so much for working on parking in Spokane. Fear of my bike getting stolen or tampered with prevents me from spending much time downtown
Thank you for working to integrate bikes into our community better. Spokane is so small, that if we had good bike infrastructure and good incentives, we could possibly drastically reduce the amount of cars on the road, pollution in the air, traffic, and danger for pedestrians. It just makes sense here. Thanks so much. I'm very interested in the future of bike infrastructure here, and would like to help make it an accessible reality. Thank you for trying to do this as well!
Thank you for improving bicycle riding in Spokane!
Thank you for doing this.
Thank you for codifying rack type and spacing! There are some terrible racks out there.
Stop adding building costs. Building codes need to be curtailed and cut back to the strictly essential to increase availability and affordability of housing.
Standards? It seems the horse is behind the cart concerning standards. A - 2" rail spaced 12" from wall and about 36" from ground to secure bicycles to, in addition to rack standard. Add racks as demand increases by allowing for sufficient sq footage in design. Request feedback from cyclists to when more parking is required.
Spokane streets are terrible. Potholes and uneven surfaces discourage me from commuting by bike.
Spokane needs secure public bike parking downtown! Development standards won't help all the existing buildings that have no secure bike parking
Spokane needs more protected bike lanes and secured bike parking garages. Every paid car parking lot downtown needs to have a secured covered bike parking structure.
Spokane needs dedicated bike lanes. It's the wild, wild west out there. Some traffic law enforcement (speeding, turn signals, dangerous driving, etc.) AND ticketing for violations of bike lane areas (it's hard to bike a block or two without running into a vehicle parked or waiting there) might go a long way to helping make biking a safer, viable method of transportation. Dedicated multi-use trails connecting major hub areas of town would be a wonderful option!
Put the survey out again after all the talking is done. Show a working model for cyclists to try for themselves. Good Luck.
Prosecute bike thieves! Bikes have gotten incredibly expensive, and losing one to theft can be as financially damaging as losing a car to theft, especially since insurance often denies coverage for theft in high crime areas like Spokane, even if it was locked.
Prior to living in Spokane I biked 75% of my work commutes. Since moving to Spokane I bike 0%. The bike lanes are not adequate nor are they protective of bikers. Many times new bike lanes have been

added right into existing car lanes which seems more of a 'gesture' than an actually usable lane. I attempted to bike to work and around town when I first moved here but found the conditions/environment too dangerous. Having adequate places to park bikes is important but these spaces will go unused if the actual conditions of biking in Spokane are not improved.
Please study barriers to riding. I would commute more, for example if there was a bike lane continuously from Liberty Lake to Downtown on Sprague. I hate that the Centennial Trail takes you on busy roads out in the Argonne District. You all are completely missing the mark. The massive bike lane on Riverside is completely unnecessary as it doesn't connect to anything and is completely worthless for 6 months out of the year. Plans like these should be in areas of the country with more seasonal weather that would actually allow year round cycling. Not here.
Please make cycle tracks, not bike lanes. Cars park in the bike lanes and render them useless
Please don't make a law that increases rent or costs on people who don't bicycle!!!!
Please continue your work.
Please complete trail networks so we can use bike parking. I would love to discuss the values of installing bike pullouts.
Please advocate for secure long term bike parking in apartments!!
Nothing I would like to say.
Not sure how you expect landlords/businesses to pay for this. Also, a very small portion of the population bikes. I'm not sure all this bike friendly stuff (like restricting vehicle lanes to accommodate bike lanes) is really worth it for the number who ride. Mind you, I ride to work around 3x per week in decent weather.
Not at this time
No bicycle parking/racks on sidewalk
My work offered an outdoor vertical caged in storage for bicycles in the parking lot. In the 5 years I worked at the County Public Works Building, no one ever used it. There is too great of a concern for bikes to get stolen. There is no cover on the existing cage. I chose to store my bike in my work space instead. I prefer commuting on the Centennial Trail or Kendall Yards whenever possible, even if it means I have to bike further. If I am on the trail and away from car traffic, I feel safer. The addition of bike lanes running N-S and connecting to the Centennial Trail would increase the safety of bicycle commuters.
More protected bike lanes! This is all worthless if the best bike lanes we have it just a stripe of white paint.
More incentives should be provided to builders and property owners at construction phase to reduce vehicle parking spaces with bicycle parking spaces; but employers with long term bicycle parking spaces should also have on-site shower, lockers, or changing rooms for employees who bike to work.

More Dedicated Bike Lanes and bike infrastructure! Traffic has continued to get so much worse, and area drivers are angry and some dangerous. The more bikes being used and safer the bike commute can be, the less traffic.
More bike racks outside businesses in Spokane, please!
Longer term bike storage or lockers needed in downtown leisure and park locations.
It would be great to have a safe place to park bicycles in downtown Spokane. It would be much more convenient if you didn't have to worry about your bike while enjoying many of the great activities downtown has to offer.
It would be great to have a map or app of where to lock up a bike downtown. Sometimes it is hard to find places to lock a bike and if you are crunched for time it makes things worse. Some areas are very visible like the racks in Perry but other can be hard to find like Lincoln Heights shopping map only had them in front of Trader Joes.
It is fantastic that you are hoping to encourage biking! Thank you for your efforts.
If you want to improve bicycle commuting rates, you should also have new office buildings include shower and changing facilities. A lot of people don't ride to work because they'll get sweaty and stinky and they can't stay that way and maintain a professional standard. You also need more dedicated bike infrastructure on the roads, and more law enforcement taking care of wreckless drivers. I have been hit while legally riding my bike to work, and the drivers have only gotten (markedly) worse since then. You also need to keep bike lanes clear, including of snow, road debris, and construction signs.
If you can't go the speed limit, you shouldn't be in the road.
If the city of Spokane really wants to encourage bicycle commuting, there needs to be special attention made to road conditions and maintenance of bike lanes. Bike lanes are consistently covered in gravel and other debris, making accelerating and stopping more hazardous. Bike lanes are never plowed and are consistently covered in snow and ice in the winter. There also needs to be a way to trigger a green light for a bicyclist to more easily navigate intersections.
I'm glad to see the city doing more for people on bikes. More must be done! Safe and secure parking is a great step, but to get more people commuting and recreating by the healthiest, safest and most efficient mode of transportation we need protected bike lanes, e-bike incentives and strong support from elected officials. Keep it up!
I'd love to see more parking spaces in Spokane be dedicated to bike parking - potentially even bike lockers in parking spaces. It would be great to see how many people might start biking if there were secure areas to park bikes!
I would recommend regular spot awareness tutorials on the local TV or social media news throughout the better/bike riding weather explaining TO CAR DRIVERS (1) that bike riders cannot ride in the basically POORLY-maintained-by-the-city street GUTTERS, that bike riders need at least 1/2 to 2/3 of a driving lane to be able to ride safely, (2) that honking at a biker could actually cause an accident, (3) when entering an arterial from a side street, a driver should check carefully for bikers approaching in a straight line, who are hard to see coming toward the driver, approaching in a straight line mostly

from the left of the driver. I usually wave to draw attention to my approach, (4) and not to underestimate the speed of a biker. Thank you.
I think the 300 feet rule should include not having to cross the street. It should have to be on the same block
I really appreciate the city's interest in making Spokane more bike friendly. I think this is a very good first step and I hope you consider our feedback. Especially related to security. Interlocking Astragal Offset Bars are essential. If you develop these regulations and incentivize biking and make it a more practical method of transportation people will use it and we can lead the region in safe, bike and pedestrian friendly streets. Thank you!
I LOVE biking as a way to stay fit and positively impact the environment. HOWEVER, my main concerns with biking (in place of driving) are the fear of being hit by a vehicle while in the bike lane, and the fear of having my bike stolen. TWICE I have had my bike stolen, when locked up on a bike rack within feet of my apartment/home door. (One bike was stolen from an apartment complex, the other from a rental home). Both times I was using a designated bike rack and it was locked. At work, if I can't store it somewhere where I can see it, I don't feel safe parking it there.
I know this is about bike parking but protected bike lanes would really improve and encourage more people to commute by bike.
I just want to re-emphasize that increasing the amount of safe bike lanes and routes that can efficiently connect housing areas to centers of employment for bikers should be a higher concern than raising the standards of bike parking.
I have some concern about requiring bike storage on residential units (esp. rentals, apartments, new construction). Most rentals can accommodate a bicycle within the living space and requirements will only drive up the cost to develop/remodel and that will increase costs/rents.
I have been waiting for this conversation! I am fortunate to have a great bike parking situation at work with secured, covered parking in a locked room in the parking garage but using my bike for errands on a regular basis is challenging because of the lack of secure parking to go to dine out or for shopping. These parking solutions would greatly help in being able to put the car away for most of the bike riding season (late March- mid October, for me).
I have been a bike commuter for 30+years. I've seen Spokane gain more acceptance of bike commuting and enjoy using bike lanes. However, now the issue has changed. I've had bikes stolen from outdoor racks(even with high quality locks) and I've been accosted by homeless people when riding through downtown on my way to work. I actually carry pepper spray on my bike now because of several frightening episodes with homeless people.
I am more concerned about parking my bike at locations I visit (Gym, stores, etc) and parking it on the street. I have had my bike stolen from downtown and it had a u-lock.
I am just so thrilled this is being talked about and planned. I know more residents in my neighborhood of West Central specifically that bike over driving. A community bike shop where there are tools and

manuals for doing maintenance would be huge for our community; bike part swap meets, free workshops on maintenance, helmet-fitting, etc.
I am encouraged to see this survey. If you build it, they will come. Spokane and Spokane Valley is desperately in need of infrastructure for alternative forms of transportation besides your standard automobile based system. Along with better public transit like buses, and hopefully some day rail or streetcars, supporting a growing population of biking commuters is a great step and I thoroughly encourage more work to be done to achieve these goals. Thanks!
God Heavens what's next. Showers? I do have to clean up some when I get to work but I can handle that myself too... I don't work down town. Minihaha area is where I live. Commute to the old playfair area 2.5 miles. I don't even use the bike lanes that are already in place.
Go communism.
expand parking racks In downtown with high visibility to deter bike thieves; 2-3 basic racks per city blocks especially from Sprague down to Spokane Falls Blvd, Monroe to Division st.
E-trike is my choice of transportation or the bus when daylight hours are short. I choose not to own a vehicle.
Especially for apartment storage, consider larger/heavier mountain bikes in addition to road-going bicycles.
E-bikes are a hugely growing form of active transportation. Please conduct a survey to obtain insight on local usage and if necessary begin tailoring bicycle facilities for e-bike usage also. Previous considerations for bike routes, such as hills become no problem on a commute with an e-bike.
easy money for drugs for the homeless
Country homes is terrible to bike on. There should be a separate bike road that runs along it but is physically separated from the car road.
City streets are suitable for bicycle riding. Creating burdensome laws for business/building owners in a city where residents also need a vehicle for transportation due to inclement weather is counter productive. Any measures like this should go to a vote of the public before implementation.
Both safety on streets through downtown and safe parking at work/school are concerns limiting my family from riding daily. With solutions to those issues, we'd be more frequent cyclists. I used to be, but long term parking at my place of work and safety taking a child on the back of my bike deterred interest.
bike parking is great , but safe separate bicycle lanes would be most important to me. Much like Vancouver BC has for bikes.
Bike parking is critical, not just as condos/apartments and corporate offices but also at retail shops including restaurants, grocery stores, clothing stores, etc. It's frustrating to ride my bike to places downtown but then have no secure space to park/lock them. Also, we need more protected bike

infrastructure to get from point A to point B. Our car centric planning is bad for our city and citizens. Thanks for all you do to push Spokane forward to becoming a better bike city.

Bicycle planning in Spokane is frustrating. We are finally getting some bike lanes but they are dangerous ones. We want to encourage bicycle use but there is nowhere safe to park your bike and the police have zero interest in preventing or prosecuting bicycle theft. Now we have a survey that assumes every respondent is a bicycle commuter. I want to ride to Aunties and buy a book and find my bicycle still there when I come out.

Better bike routes connecting Spokane to the valley would be great! If the centennial trail pathway could be connected that would be super helpful, or if the apple way trail could connect to ben burr? It's the treacherous car filled patches between that discourage my biking commute.

Am very much looking forward to being able to get more cars off the roads.

Also need individual bike Parking at events such as Gonzaga since you cannot bring backpacks into the venue you need to park your bike and leave your helmet and gear outside in a protected covered and hopefully unseen situation as to not have it stolen

# EXHIBIT C



## NONPROJECT DETERMINATION OF NONSIGNIFICANCE

**FILE NO(s):** Bicycle Parking Code Update (non-project)

**PROPONENT:** City of Spokane

**DESCRIPTION OF PROPOSAL:** This proposal will amend Spokane Municipal Code (SMC): Sections 17C.230.110 and 17C.230.200. The proposed update to section 17C.230.110 revises the vehicle substitution provisions to allow up to twenty-five percent of vehicle parking to be substituted by bicycle parking. The proposed update to section 17C.230.200 revises the bicycle parking code to require short-term and long-term bicycle parking throughout the city. The exact amendments to the code will be available online at the following address: <https://my.spokanecity.org/projects/bicycle-parking-code-update/>.

**LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:** This proposal has a City-wide impact


**LEAD AGENCY:** City of Spokane

**DETERMINATION:**

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW [43.21C.030\(2\)\(c\)](#). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

- [ ] There is no comment period for this DNS.
- [ ] This DNS is issued after using the optional DNS process in section 197-11-355 WAC. There is no further comment period on the DNS.
- [ X ] This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). **Comments regarding this DNS must be submitted no later than 4:00 p.m. on March 22, 2023 if they are intended to alter the DNS.**

\*\*\*\*\*

<b>Responsible Official:</b> Spencer Gardner	<b>Position/Title:</b> Director, Planning Services
<b>Address:</b> 808 W. Spokane Falls Blvd., Spokane, WA 99201	<b>Phone:</b> 509-625-6097
<b>Date Issued:</b> <u>March 2, 2023</u>	<b>Signature:</b> 

\*\*\*\*\*

**APPEAL OF THIS DETERMINATION**

After a determination has become final, appeal may be made to:

**Responsible Official:** City of Spokane Hearing Examiner

**Address:** 808 W. Spokane Falls Blvd., Spokane, WA 99201

**Email:** [hearingexaminer@spokanecity.org](mailto:hearingexaminer@spokanecity.org)

**Phone:** 509-625-6010



**Deadline:** 21 days from the date of the signed DNS  
**12:00 p.m. on March 23, 2023**

The appeal must be on forms provided by the Responsible Official and make specific factual objections. Appeals must be accompanied by the appeal fee. Contact the Responsible Official for assistance with the specifics of a SEPA appeal.

# SEPA City Nonproject DNS Bicycle Parking Code Update

Final Audit Report

2023-03-02

Created:	2023-03-01
By:	Jackie Churchill (jchurchill@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8dbFBGmH9O-kAiqjkw2QHR1W8sva_uxy

## "SEPA City Nonproject DNS Bicycle Parking Code Update" History

-  Document created by Jackie Churchill (jchurchill@spokanecity.org)  
2023-03-01 - 10:30:05 PM GMT- IP address: 198.1.39.252
-  Document emailed to sgardner@spokanecity.org for signature  
2023-03-01 - 10:30:58 PM GMT
-  Email viewed by sgardner@spokanecity.org  
2023-03-02 - 1:42:33 AM GMT- IP address: 198.1.39.252
-  Signer sgardner@spokanecity.org entered name at signing as Spencer Gardner  
2023-03-02 - 1:42:53 AM GMT- IP address: 198.1.39.252
-  Document e-signed by Spencer Gardner (sgardner@spokanecity.org)  
Signature Date: 2023-03-02 - 1:42:55 AM GMT - Time Source: server- IP address: 198.1.39.252
-  Agreement completed.  
2023-03-02 - 1:42:55 AM GMT

# EXHIBIT D

**From:** [James Bond](#)  
**To:** [Kimbrell, Tyler](#)  
**Subject:** Bike thieves???  
**Date:** Tuesday, February 7, 2023 11:15:22 PM

---

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

What good is putting up bike locks if no one will pursue bike thieves and put them in jail? My friends bike was stolen right outside of a city council meeting is that okay with you guys?

[Sent from Yahoo Mail on Android](#)

**From:** [Jim Frank](#)  
**To:** [Kimbrell, Tyler](#)  
**Subject:** Re: City of Spokane- Bicycle Parking Code Update Public Advisory Committee Meeting #1  
**Date:** Tuesday, January 10, 2023 12:14:34 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

---

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Thanks for the opportunity to participate in the bicycle parking advisory committee meeting. I'm a big supporter of increased pedestrian and bicycle mobility. We have tried very hard to build pedestrian and bike infrastructure into our projects and we have seen the benefits that come from providing good sidewalks, bike lanes and separated pedestrian/bike trails. What your code classifies as "short term" bike parking is very important. Far and away more important than what the proposed code terms "long term" bike parking.

The short term parking that has been outlined in the tables seem reasonable to me, The real problem is that the sidewalks in the city are so deficient in most places that placing the parking in the public ROW (which is where it is best located) will be very challenging. The city needs to take more responsibility in the design and reconstruction of roads to be sure that not only is there space for bike racks but that they are installed as part of the road construction, particularly in center and corridor locations and business districts. Bike parking should be as much a part of the road design as are street trees and sidewalks. It is essentially part of a "complete street" design. The code places a lot of responsibility on private property owners with little attention to the responsibility of the city. When we design roads, Summit Parkway for example, bike and pedestrian infrastructure (including bike parking) are built into the road design.

I would like to comment further about "long term" parking. In my experience, long term bike parking is by far the least important factor in developing a vibrant bike culture in a community. I think the requirement for a minimum of one covered long term bike parking space for every building, business or land use over 1000 square feet is a very burdensome requirement that provides little if any benefit. The vast majority of homeowners and renters, those that are potentially bike commuters, store their bike in their homes or garages. Requiring group storage of bikes in rental communities, businesses or institutions has generally failed everywhere it has been attempted. Our own experience in building such facilities in both Kendall yards and Liberty Lake is that they are almost never used. The usage has been so low we have converted those spaces to other uses. The value of the bikes is too high and very few will risk leaving bikes where others have access. I strongly recommend that the long term parking requirement be removed from the code. It places a very disproportionate responsibility on small business owners and will provide very little if any benefit. The way the code is currently drafted 100 small retail businesses would be required to have one covered long term space each while a large 100,000 square foot office building would only require 5 spaces. In Washington less than 1% of commuters use a bike. [bike-commuting-united-states](#) Long term bike storage is not a significant barrier to bike commuting, the lack of safe bike routes and infrastructure is.

On residential use the long term bike parking standards are equally problematic. Over 70 percent of households live in a house that they either own or rent. The large majority of the balance live in larger apartment complexes that nearly all have a significant number of units

with garages. Apartment residents will only store the bikes in either the garage or in their unit if they don't have a garage.

Thanks again for the opportunity to participate and comment.

Jim

On Sat, Jan 7, 2023 at 6:39 AM Kimbrell, Tyler <[tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org)> wrote:

Hi All,

Please find the updated agenda with the Teams meeting link for next week's Bicycle Parking Code Update meeting.

See you next week,



**Tyler Kimbrell** | City of Spokane | Planner II | Planning Services

509.625-6377 | [tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org) | [spokanecity.org](http://spokanecity.org)



*This email is subject to Washington State Public Records Act, Chapter 42.56 RCW, and may therefore be subject to public disclosure.*

**From:** [Kimbrell, Tyler](#)  
**To:** [MELVIN NEIL](#)  
**Cc:** [Quinn-Hurst, Colin](#)  
**Subject:** RE: code  
**Date:** Monday, February 6, 2023 7:11:00 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

---

Hi Melvin,

Thanks for your feedback! We currently allow 10% of vehicle parking to be substituted with bike parking. Of course, the substitution is optional and is meant to provide flexibility for developments that just can't quite squeeze in more vehicle parking spaces.

If you have other suggestions/ comments please don't hesitate to reach out.

Kind regards,



**Tyler Kimbrell** | City of Spokane | Planner II | Planning Services

509.625-6377 | [tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org) | [spokanecity.org](http://spokanecity.org)



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**From:** MELVIN NEIL <mkneil@comcast.net>  
**Sent:** Sunday, February 5, 2023 11:30 AM  
**To:** Kimbrell, Tyler <tkimbrell@spokanecity.org>  
**Subject:** code

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

I feel that 25% is way to much space for bike parking. I think you should start with maybe 10% and see if that is to little, and if so then expand to more.  
Mel Neil

**From:** [Kimbrell, Tyler](#)  
**To:** [Comstock NHC Chair](#)  
**Cc:** [Quinn-Hurst, Colin](#)  
**Subject:** RE: SEPA Request for Comment for proposed amendment to the Bicycle Parking Code  
**Date:** Monday, February 6, 2023 7:15:00 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

---

Hi John,

Thanks for your feedback. Is there anything, in particular, you're concerned about? Happy to discuss.

Kind regards,



**Tyler Kimbrell** | City of Spokane | Planner II | Planning Services

509.625-6377 | [tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org) | [spokanecity.org](http://spokanecity.org)



*This email is subject to Washington State Public Records Act, Chapter 42.56 RCW, and may therefore be subject to public disclosure.*

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**From:** Comstock NHC Chair <comstockneighborhoodcouncil@gmail.com>  
**Sent:** Friday, February 3, 2023 3:44 PM  
**To:** Churchill, Jackie <jchurchill@spokanecity.org>; Kimbrell, Tyler <tkimbrell@spokanecity.org>  
**Subject:** Re: SEPA Request for Comment for proposed amendment to the Bicycle Parking Code

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

This is a joke right?

If not, the City has gone truly insane.

John Schram, Comstock

On Fri, Feb 3, 2023 at 3:27 PM Churchill, Jackie <[jchurchill@spokanecity.org](mailto:jchurchill@spokanecity.org)> wrote:

Good Afternoon,

The City of Spokane is proposing an update to the Bicycle Parking Code amending Spokane Municipal Code (SMC): Sections 17C.230.110 and 17C.230.200. The proposed update to section 17C.230.110 revises the vehicle substitution provisions to allow up to twenty-five percent of vehicle parking to be substituted by bicycle parking. The proposed update to

section 17C.230.200 revises the bicycle parking code to require short-term and long-term bicycle parking throughout the city. The exact amendments to the code will be available online at the following address: <https://my.spokanecity.org/projects/bicycle-parking-code-update/>.

Please direct any questions or comments to Tyler Kimbrell, at [tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org)

Thank you,  
Jackie



Jackie Churchill | Planning & Economic Development Services | Clerk III  
509.625.6986 | fax 509.625.6013 | [jchurchill@spokanecity.org](mailto:jchurchill@spokanecity.org)



# EXHIBIT E



**STREET DEPARTMENT**  
901 N. NELSON ST.  
SPOKANE, WASHINGTON  
99202-3769  
509.232.8800  
FAX 509.232.8830

**DATE:** February 13<sup>th</sup>, 2023  
**TO:** Tyler Kimbrell, Planning & Development  
**FROM:** Bobby Halbig, Street Department  
**SUBJECT:** Plan Review  
**PROJECT #:** **SEPA request for comment for proposed amendment to the Bicycle Parking Code**

We have reviewed the design plans and have the following comment(s).

**General**

- 1 Planning needs to re-review the history of Palouse Trails Apartments.
- 2 Parked bicycles shall not block a pedestrian access route and maintain a minimum 4-foot accessible path.

**17C.230.110(B)3**

- 3 Parking is already an issue within the public ROW, reducing requirements within the code will exacerbate an already volatile issue.

**17C.230.200(B)5**

- 4 1,000 sq ft needs to be increased to at least 5,000 sq ft, preferably 10,000 sq ft.

Gerald Okihara, P.E.

Marcus Eveland

**From:** [Kimbrell, Tyler](#)  
**To:** [Halbig, Bobby](#)  
**Cc:** [Okihara, Gerald](#); [Eveland, Marcus](#); [Kells, Patty](#); [Black, Tirrell](#); [Quinn-Hurst, Colin](#); [Gardner, Spencer](#)  
**Subject:** RE: SEPA Request for Comment for proposed amendment to the Bicycle Parking Code  
**Date:** Friday, February 17, 2023 8:37:00 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

---

Dear Bobby,

Thank you for the comments you submitted to the “SEPA request for comment for proposed amendment to the Bicycle Parking Code.” Below is a response to your comments in the order in which they were submitted.

1. *Planning needs to re-review the history of Palouse Trail Apartments.*

Thank you for the comment. We have reviewed previous emails regarding the issues of car parking on the northern shoulder of the Palouse Highway.

2. *Parked bicycles shall not block a pedestrian access route and maintain a minimum 4-foot accessible path.*

The City Design Standards require a 7-foot sidewalk zone in Commercial and Downtown zones and a 5-foot sidewalk zone in Residential and Industrial zones, this code amendment does not interfere with that standard. Standard plans proposed in tandem with this update show this clear zone requirement.

3. *Parking is already an issue within the public ROW, reducing requirements within the code will exacerbate an already volatile issue.*

The bicycle parking substitution provision is meant to provide an optional means for development to increase the efficiency of developed space for environmental and financial benefits. This provision does not require the reduction of vehicle parking spaces.

4. *1,000 sq ft needs to be increased to at least 5,000 sq ft, preferably 10,000 sq ft.*

Based on discussions with developers as part of a public advisory committee, this provision has been adjusted and increased for most land uses.

Regards,



**Tyler Kimbrell** | City of Spokane | Planner II | Planning Services

509.625-6377 | [tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org) | [spokanecity.org](http://spokanecity.org)



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**From:** Halbig, Bobby <bhalbig@spokanecity.org>  
**Sent:** Monday, February 13, 2023 7:43 AM  
**To:** Kimbrell, Tyler <tkimbrell@spokanecity.org>  
**Cc:** Okihara, Gerald <gokihara@spokanecity.org>; Eveland, Marcus <meveland@spokanecity.org>; Kells, Patty <pkells@spokanecity.org>  
**Subject:** SEPA Request for Comment for proposed amendment to the Bicycle Parking Code

Good morning Tyler,  
The Street Department has reviewed the document(s), please find our comments attached.  
Best regards,



**Bobby Halbig** | City of Spokane | Traffic Engineering Specialist I, Traffic Operations  
509.232-8846 | fax 509.232.8830 | [bhalbig@spokanecity.org](mailto:bhalbig@spokanecity.org) | [spokanecity.org](http://spokanecity.org)



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**Spokane Tribe of Indians**  
**Tribal Historic Preservation Office**  
P.O. Box 100 Wellpinit WA 99040

February 2, 2023

**To:** Jackie Churchill, Planner

**RE: Bicycle Parking Code**

Ms. Churchill,

Thank you for contacting the Tribe's Historic Preservation Office. We appreciate the opportunity to provide a cultural consult for your project, the intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

In response we concur with recommendations made that the city is requesting a bicycle parking code, at this time I have no concern on code change, however if any ground disturbing activity there will be more consultation needed to complete this project.

However, if any artifacts or human remains are found upon inadvertent discovery, this office should be immediately notified and the work in the immediate area cease.

Should additional information become available or scope of work change our assessment may be revised.

Our tribe considers this a positive action that will assist us in protecting our shared heritage.

If question arise, contact my office at (509) 258 – 4222.

Sincerely,

Randy Abrahamson  
Tribal Historic Preservation Officer.  
Spokane Tribe of Indians

# EXHIBIT F

Land Use		BSA Guide - 5% Mode Share Goal in 10 years	BSA Guide - 10% Mode Share Goal in 10 years	BSA Guide - 20% Mode Share Goal in 15 years	APBP Guide - Urban - For 5% Mode Share	Seattle Urban Centers & Station-Area Overlay Zones	Downtown Seattle	Cambridge	Los Angeles	Pittsburgh	Oakland	Portland OR	San Francisco	Vancouver BC	Victoria BC
<b>Residential</b>															
Single-Family Dwellings Two-Family Dwellings Rectories, parsonages	LT	0 LT	1 LT	2 LT	No LT req.			No LT req. for single-family dwellings, but for townhouses: 1.00 LT / unit for the first 20 units in a building, 1.05 LT / unit for additional units.			No LT req.		Dwelling Units (on lots with 3 units or less): Provide secure, weather protected space meeting dimensions set in Zoning Administrator Bulletin No. 9, one per unit, easily accessible to residents and not otherwise used for automobile parking or other purposes	For a principal dwelling unit with lock-off unit, depending on the neighborhood, a minimum of 1.25 or spaces for each principal dwelling unit and a minimum of 0.75 spaces for each lock-off unit.	
	ST	No ST req.	No ST req.	No ST req.	No ST req.			No ST req. for single-family dwellings, but for townhouses: 0.10 ST / unit on a lot (for lots with 4 or more units).			No ST req.		No ST req.	No ST req.	
Multi-Unit Residential (Cambridge: Townhouse & Multifamily Dwellings)	LT	1.0 LT / unit	1.25 LT / unit	1.5 LT / unit	0.50 LT / bedroom	0.25 LT / unit	0.50 LT / unit	1.0 LT / unit for the first 20 units in a building, 1.05 LT / unit for additional units.	1.0 LT / unit & guest room	0.33 LT / unit for 12 or more units	0.25 LT / unit	1.5 LT / unit in Central City 1.0 LT / unit outside CC	1.0 LT / unit up to 100 units, afterwhich 0.50 LT / unit. For student housing, 1.5 LT / unit up to 100 units, afterwhich 0.75 LT / unit.	Ranges from 0.75 to 2.25 / unit, depending on housing size and neighborhood.	1.0 LT / unit
	ST	0.20 ST / unit	0.25 ST / unit	0.30 ST / unit	2 ST or 0.10 ST / bedroom	No ST req.		0.10 ST / unit on a lot (for lots with 4 or more units).	2 ST or 0.10 ST / unit		0.05 ST / unit		0.05 ST / unit. For student housing, 0.10 / unit.	Generally, 6 ST for any development with more than 20 units, and in some situations 0.20 ST / unit for smaller developments	6 ST at every entrance
Elderly oriented congregate housing	LT	0.50 LT / bed	0.75 LT / bed	1.0 LT / bed	0.50 LT / bedroom	0.50 LT / bed		0.50 LT / unit					0.10 ST / bed or unit	2 ST + 0.04 ST / bed or unit	
	ST	0.20 ST / bed	0.25 ST / bed	0.30 ST / bed	2 ST or 0.10 ST / bedroom	No ST req.		0.05 ST / unit					0.04 ST / unit	No ST req.	
Group Living	LT	0.50 LT / bed	0.75 LT / bed	1.0 LT / bed		0.50 LT / bed						2 LT or 0.05 LT / bed	0.25 LT / bed up to 100 beds, afterwhich 0.20 LT / bed		
	ST	0.20 ST / bed	0.25 ST / bed	0.30 ST / bed		No ST req.						No ST req.	0.04 ST / unit.		
Lodging houses, convents, monasteries, dormitories, fraternities, sororities	LT	0.50 LT / bed	0.75 LT / bed	1.0 LT / bed		0.50 LT / bed		0.50 LT / bed				0.125 LT / bed	0.25 LT / bed up to 100 beds, afterwhich 0.20 LT / bed. For student housing, 1.5 LT / bed up to 100 beds, afterwhich 0.75 LT / unit.		
	ST	0.20 ST / bed	0.25 ST / bed	0.30 ST / bed		No ST req.		0.05 ST/ bed				No ST req.	0.04 ST / bed. For student housing, 0.08 / bed.		
Hotels, motels, Tourist houses	LT	0.05 LT / rentable room	0.075 LT / rentable room	0.10 LT / rentable room		0.05 LT / rentable room	0.05 LT / hotel room	0.02 LT / sleeping room	2 LT or 0.05 LT / guest room	0-5 employees: 0 6-20 employees: 1 21-80 employees: 2 Over 80: 0.05/employee		2 LT or 0.05 LT / rentable room 2 ST or 0.05 ST / rentable room	0.0333 LT / rentable room	0.0333 LT / dwelling, housekeeping & sleeping unit; No req. for a bed & breakfast.	
	ST	0.05 ST / rentable room , PLUS 0.20 ST / 1,000 sf for conference/meeting rooms	0.10 ST / rentable room , PLUS 0.35 ST / 1,000 sf for conference/meeting rooms	0.20 ST / rentable room , PLUS 0.50 ST / 1,000 sf for conference/meeting rooms		2 ST		0.05 ST / sleeping room	2 ST or 0.05 ST / guest room				2 ST or 0.0333 ST / rentable room, PLUS 0.20 ST / 1,000 sf for conference & meeting space.	6 ST for any development containing a minimum of 75 dwelling, housekeeping or sleeping units, or any combination thereof.	
Vancouver: Communal Care Facilities: Group Residence and Detoxification	LT	Treated as medical center or congregate housing	Treated as medical center or congregate housing	Treated as medical center or congregate housing										0.01 LT / bed	
	ST													No ST req.	
Vancouver-only: Live-Work Units	LT	1 LT / unit	1.5 LT / unit	2 LT / unit										1.25 LT / unit	
	ST	0.50 ST / unit	0.75 ST / unit	1.0 ST / unit										6 ST for any development containing 20 or more units	
<b>Office, Retail, &amp; Restaurants</b>															

General or professional offices	LT	0.50 LT / 1,000 sq.ft	1.0 LT / 1,000 sq.ft	2.0 LT / 1,000 sq.ft	2 LT or 0.15 LT / 1,000 sf	0.50 LT / 1,000 sf	0.20 LT / 1,000 sf	0.30 LT / 1,000 sf 0.06 ST / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	0.20 LT / 1,000 sf. For professional offices, 0.125 LT / 1,000 sf in downtown; 0.10 LT / 1,000 sf everywhere else.	2 LT or 0.10 LT / 1,000 sf	0.20 LT / 1,000 sf	0.186 LT / 1,000 sf	0.186 LT / 1,000 sf
	ST	0.10 ST / 1,000 sf	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	2 ST or 0.05 ST / 1,000 sf	0.083 ST / 1,000 sf			2 ST or 0.20 ST / 1,000 sf		For professional offices, 0.0667 ST / 1,000 sf in downtown; 0.05 ST / 1,000 sf everywhere else.	2 ST or 0.025 ST / 1,000 sf	2 ST for offices over 5,000 sf + 1 additional ST for every 50,000 sf	6 ST for any development containing > 64,582 sf	0.186 ST / 1,000 sf
Arts/crafts studios	LT	0.25 LT / 1,000 sq.ft	0.50 LT / 1,000 sq.ft	1.0 LT / 1,000 sq.ft		0.50 LT / 1,000 sf	0.20 LT / 1,000 sf	0.30 LT / 1,000 sf		1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		2 LT or 0.10 LT / 1,000 sf	2 LT or 0.20 LT / 1,000 sf	No LT req.	
	ST	0.10 ST / 1,000 sf	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf		0.083 ST / 1,000 sf		0.06 ST / 1,000 sf				2 ST or 0.025 ST / 1,000 sf	2 ST or 0.40 ST / 1,000 sf	No ST req.	
Technical offices, research labs	LT	0.25 LT / 1,000 sq.ft	0.50 LT / 1,000 sq.ft	1.0 LT / 1,000 sq.ft	2 LT or 0.15 LT / 1,000 sf	0.50 LT / 1,000 sf	0.20 LT / 1,000 sf	0.20 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	0.10 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	2 LT for > 5,000 sf, or 0.0833 LT / 1,000 sf	0.186 LT / 1,000 sf	0.186 LT / 1,000 sf
	ST	0.10 ST / 1,000 sf	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	2 ST or 0.05 ST / 1,000 sf	0.025 ST / 1,000 sf		0.06 ST / 1,000 sf	2 ST or 0.10 LT / 1,000 sf		0.20 ST / 1,000 sf	2 ST or 0.025 ST / 1,000 sf	2 ST; 4 ST for > 50,000 sf	6 ST for > 64,582 sf	0.186 ST / 1,000 sf
Banks, financial offices (ground floor)	LT	0.25 LT / 1,000 sq.ft	0.50 LT / 1,000 sq.ft	1.0 LT / 1,000 sq.ft	2 LT or 0.15 LT / 1,000 sf	0.50 LT / 1,000 sf	0.20 LT / 1,000 sf	0.30 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	0.125 LT / 1,000 sf in downtown; 0.10 LT / 1,000 sf everywhere else.	2 LT or 0.10 LT / 1,000 sf	0.133 LT / 1,000 sf	0.186 LT / 1,000 sf	0.186 LT / 1,000 sf
	ST	0.10 ST / 1,000 sf	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	2 ST or 0.05 ST / 1,000 sf	0.025 ST / 1,000 sf		0.50 ST / 1,000 sf	2 ST or 0.10 LT / 1,000 sf		0.0667 ST / 1,000 sf in downtown; 0.05 ST / 1,000 sf everywhere else.	2 ST or 0.025 ST / 1,000 sf	2.0 ST + 1.333 ST / 1,000 sf	6 ST for any development containing > 64,582 sf	0.186 ST / 1,000 sf
Sales & services, heavy	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	0.75 LT / 1,000 sf		0.25 LT / 1,000 sf	0.20 LT / 1,000 sf for retail over 10,000 sf)		2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or 0.083 LT / 1,000 sf		2 LT or 0.0667 LT / 1,000 sf		
	ST	0.10 ST / 1,000 sf	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf		0.025 ST / 1,000 sf			2 ST or 0.10 LT / 1,000 sf		2 ST or 0.05 ST / 1,000 sf		2 ST or 0.20 ST / 1,000 sf		
Retail stores, consumer service	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	1.0 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	0.083 LT / 1,000 sf	0.20 LT / 1,000 sf (for retail over 10,000 sf)	0.10 LT / 1,000 sf	2 LT or 0.50 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or: 0.125 LT / 1,000 sf in downtown; 0.0833 LT / 1,000 sf everywhere else.	2 LT or 0.083 LT / 1,000 sf	0.133 LT / 1,000 sf	0.186 LT / 1,000 sf	For shopping centre: 0.111 LT / 1,000 sf for first 53,820 sf, thereafter 0.056 LT / 1,000 sf
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2 LT or 0.20 ST / 1,000 sf	0.50 ST / 1,000 sf		0.60 ST / 1,000 sf	2 ST or 0.50 LT / 1,000 sf		0.33 or 0.20 ST / 1,000 sf, depending on business type.	2 ST or 0.20 ST / 1,000 sf	2 ST or 0.40 ST / 1,000 sf up to 50,000 sf, afterwhich 0.10 ST / 1,000 sf (consumer/personal service is treated the same as financial services and restaurants & bars).	0.557 ST / 1,000 sf	For shopping centre: 0.260 ST / 1,000 sf for first 53,820 sf, thereafter 0.130 ST / 1,000 sf
Food & convenience stores	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	1.0 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	0.083 LT / 1,000 sf	0.20 LT / 1,000 sf (for retail over 10,000 sf)	0.10 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or: 0.125 LT / 1,000 sf in downtown; 0.0833 LT / 1,000 sf everywhere else.	2 LT or 0.083 LT / 1,000 sf	0.133 LT / 1,000 sf	0.186 LT / 1,000 sf	
	ST	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2.0 ST / 1,000 sf	2 ST or 0.50 ST / 1,000 sf	0.50 ST / 1,000 sf		1.00 ST / 1,000 sf	2 ST or 0.10 LT / 1,000 sf		0.50 ST / 1,000 sf	2 ST or 0.20 ST / 1,000 sf	2 ST or 0.40 ST / 1,000 sf up to 50,000 sf, afterwhich 0.10 ST / 1,000 sf	0.557 ST / 1,000 sf	
Restaurants, bars	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	1.5 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	0.083 LT / 1,000 sf		0.20 LT / 1,000 sf	2 LT or 0.50 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or: 0.125 LT / 1,000 sf in downtown; 0.0833 LT / 1,000 sf everywhere else.		0.133 LT / 1,000 sf		
	ST	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2.0 ST / 1,000 sf	2 ST or 0.50 ST / 1,000 sf	0.50 ST / 1,000 sq.ft in UC/SAO		1.00 ST / 1,000 sf	2 ST or 0.50 LT / 1,000 sf		0.50 ST / 1,000 sf (for some businesses it's 0.33 or 0.20 ST / 1,000 sf)		2.0 ST + 1.333 ST / 1,000 sf		
<b>Industrial</b>															
Manufacturing & Production	LT	0.25 LT / 1,000 sf	0.5 LT / 1,000 sf	1.0 LT / 1,000 sf	2 LT or 0.083 LT / 1,000 sf	0.25 LT / 1,000 sf		0.08 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or 0.0667 LT / 1,000 sf	2 LT or 0.067 LT / 1,000 sf	2 LT for > 5,000 sf, or 0.0833 LT / 1,000 sf	0.093 LT / 1,000 sf or 0.059 / employee, whichever is greater	0.0782 LT / 1,000 sf
	ST	0.10 ST / 1,000 sf	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	2 ST at each entrance; or as prescribed by agency director	No ST req.		0.06 ST / 1,000 sf	2 ST or 0.10 ST / 1,000 sf		No ST req.	No ST req.	2 ST; 4 ST for > 50,000 sf	No ST req.	0.0196 ST / 1,000 sf
Warehouse & Freight Movement	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	0.75 LT / 1,000 sf		0.25 LT / 1,000 sf		0.08 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 ST or 0.025 LT / 1,000 sf	2 LT or 0.025 LT / 1,000 sf	0.025 LT / 1,000 sf	0.093 LT / 1,000 sf or 0.059 / employee, whichever is greater	0.0782 LT / 1,000 sf
	ST	0.05 ST / 1,000 sf	0.10 ST / 1,000 sf	0.20 ST / 1,000 sf		No ST req.		0.06 ST / 1,000 sf	2 ST or 0.10 ST / 1,000 sf		No ST req.	No ST req.	No ST req.	No ST req.	0.0196 ST / 1,000 sf

Auto repair, auto sales	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	0.75 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf			0.08 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or 0.0833 LT / 1,000 sf; for auto repair, 0.05 LT / employee		2 LT or 0.0667 LT / 1,000 sf		0.0782 LT / 1,000 sf
	ST	0.10 ST / 1,000 sf	0.20 ST / 1,000 sf	0.40 ST / 1,000 sf	2 LT or 0.05 ST / 1,000 sf			0.06 ST / 1,000 sf	2 ST or 0.10 ST / 1,000 sf		2 ST or 0.05 ST / 1,000 sf; no req. for auto repair		2 ST or 0.20 ST / 1,000 sf		0.0196 ST / 1,000 sf
Events, Gathering, & Recreation															
Entertainment / Major Event Entertainment	LT	0.075 LT / employee for stadiums/areas with capacity > 2,000 attendees	0.15 LT / employee for stadiums/areas with capacity > 2,000 attendees	0.30 LT / employee for stadiums/areas with capacity > 2,000 attendees	2 LT or 0.075 LT / employee			0.083 LT / 1,000 sf		1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		10 LT or 0.025 LT / seat	0.05 LT / employee for stadiums/areas with capacity > 2,000 attendees	No LT req.	
	ST	0.05 ST / attendee for stadiums/arenas with capacity > 2,000 attendees, 50% of which must have valet (an attendant watching over)	0.10 ST / attendee for stadiums/arenas with capacity > 2,000 attendees, 75% of which must have valet (an attendant watching over)	0.20 ST / attendee for stadiums/arenas with capacity > 2,000 attendees, 75% of which must have valet (an attendant watching over)	5% of max daily attendance			0.05 ST / seat & 1 ST / 1,000 non-seat sq.ft				No ST req.	0.05 ST / attendee for stadiums/arenas with capacity > 2,000 attendees, a portion of which must have valet (an attendant watching over)	0.02 ST / seat	
Theaters, gathering halls	LT	0.075 LT / employee	0.15 LT / employee	0.30 LT / employee	2 LT or 0.075 LT / employee			0.08 LT / 1,000 sf	2 LT; 2.857 LT / 1,000 sf; or 0.02 LT / seat	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf			5 LT for venues with < 500 capacity; 10 LT for venues with > 500 capacity	No LT req.	
	ST	0.05 ST / seat + 5.0 ST / 1,000 non-seat sf	0.10 ST / seat + 10.0 ST / 1,000 non-seat sf	0.20 ST / seat + 20.0 ST / 1,000 non-seat sf	5% of max daily attendance			1.00 ST / 1,000 sf	2 ST; 1.429 ST / 1,000 sf; or 0.01 ST / seat				0.02 ST / seat	0.02 ST / seat	
Parks & Commercial Outdoor Recreation	LT	0.10 LT / employee	0.25 LT / employee	0.50 LT / employee	2 LT or 0.075 LT / employee			0.10 LT / 1,000 sf		1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		10 LT or 0.05 LT / car			
	ST	5% of max expected attendance; or 0.50 ST / car (including adjacent on-street car parking), whichever is greatest.	10% of max expected attendance; or 1.0 ST / car (including adjacent on-street car parking), whichever is greatest. At least 50% of the bike parking must be covered unless the park is smaller than 2 acres.	20% of max expected attendance; or 2.0 ST / car (including adjacent on-street car parking), whichever is greatest. 100% of the bike parking must be covered unless the park is smaller than 2 acres.	5% of max daily attendance			1.00 ST / 1,000 sf	5 ST or 0.10 ST / 1,000 sf			No ST req.			
Fitness Centers & Indoor Sports Centers	LT	0.10 LT / 1,000 sf	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf					2 LT or 0.50 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf				0.372 LT / 1,000 sf	
	ST	0.75 ST / 1,000 sf	1.5 ST / 1,000 sf	3.0 ST / 1,000 sf					2 ST or 0.50 ST / 1,000 sf					1.115 ST / 1,000 sf	
Bowling Alleys, Billiard Hall, Arcade, Curling	LT	0.50 LT / 1,000 sf	0.75 LT / 1,000 sf	1.5 LT / 1,000 sf						1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf			5 LT for venues with < 500 capacity; 10 LT for venues with > 500 capacity	No LT req.	
	ST	0.75 ST / 1,000 sf	1.5 ST / 1,000 sf	3.0 ST / 1,000 sf									1 ST for every 500 seats or for every portion of each 50 person capacity.	6 ST / each 40 tables, games, alleys or ice sheets.	
Civic & Cultural															
Community Service & Civic Centers Not Described Below	LT	0.05 LT / employee	0.15 LT / employee	0.25 LT / employee	2 LT or 0.15 LT / employee					1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or 0.05 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf			
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2 ST or 0.125 ST / 1,000 sf						2% of max expected daily attendance	2 ST or 0.10 ST / 1,000 sf			
Community Club/Center	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	1.0 LT / 1,000 sf	2 LT or 0.075 LT / employee	0.25 LT / 1,000 sf				1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf			2 LT or 0.20 LT / 1,000 sf	0.186 LT / 1,000 sf	
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	5% of max daily attendance	0.25 ST / 1,000 sf							2 ST or 0.40 ST / 1,000 sf	0.372 ST / 1,000 sf	
Libraries	LT	0.05 LT / employee	0.15 LT / employee	0.25 LT / employee	2 LT or 0.15 LT / employee	0.25 LT / 1,000 sf				1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or 0.05 LT / 1,000 sf		2 LT or 0.20 LT / 1,000 sf	0.186 LT / 1,000 sf	
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2 ST or 0.125 ST / 1,000 sf	0.50 ST / 1,000 sf					2% of max expected daily attendance		2 ST or 0.40 ST / 1,000 sf	0.372 ST / 1,000 sf	
Museums	LT	0.05 LT / employee	0.15 LT / employee	0.25 LT / employee	2 LT or 0.15 LT / employee	0.25 LT / 1,000 sf				1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT or 0.05 LT / 1,000 sf		2 LT or 0.20 LT / 1,000 sf	0.186 LT / 1,000 sf	
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2 ST or 0.125 ST / 1,000 sf	0.25 ST / 1,000 sf					2% of max expected daily attendance		2 ST or 0.40 ST / 1,000 sf	0.372 ST / 1,000 sf	

Churches & Places of Worship	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	0.75 LT / 1,000 sf	2 LT or 0.075 LT / employee	0.083 LT / 1,000 sf		0.08 LT / 1,000 sf		1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT; or 0.025 LT / seat; or 0.25 LT / 1,000 sf	1 LT or 0.25 LT / 1,000 sf	5 LT for venues with < 500 capacity; 10 LT for venues with > 500 capacity. 0.02 ST / seat	No LT req.	
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	5% of max daily attendance	0.083 ST / seat + 1 ST / 1,000 non-seat sf		0.50 ST / 1,000 sf			2 LT; 0.025 ST / seat; or 0.50 ST / 1,000 sf	2 ST or 0.50 ST / 1,000 sf		6 ST	
Medical															
Medical Offices	LT	0.10 LT / 1,000 sf	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	2 ST; 0.075 LT / employee; or 0.02 LT / 1,000 sf	0.083 LT / 1,000 sf		0.30 LT / 1,000 sf		1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT, 0.0833 LT / 1,000 sf	2 LT or 0.014 LT / 1,000 sf			
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2 ST or 0.125 ST / 1,000 sf	0.50 ST / 1,000 sf		0.50 ST / 1,000 sf			2 ST or 0.20 ST / 1,000 sf	2 ST or 0.025 ST / 1,000 sf			
Medical Clinics	LT	0.10 LT / 1,000 sf	0.25 LT / 1,000 sf	0.50 LT / 1,000 sf	2 ST; 0.075 LT / employee; or 0.02 LT / 1,000 sf	0.083 LT / 1,000 sf		0.20 LT / 1,000 sf		1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT, 0.0833 LT / 1,000 sf	2 LT or 0.014 LT / 1,000 sf	0.20 LT / 1,000 sf		
	ST	0.25 ST / 1,000 sf	0.50 ST / 1,000 sf	1.0 ST / 1,000 sf	2 ST or 0.125 ST / 1,000 sf	0.50 ST / 1,000		0.50 ST / 1,000 sf			2 ST or 0.20 ST / 1,000 sf	2 ST or 0.025 ST / 1,000 sf	4 ST at every entrance or 0.0667 ST / 1,000 sf		
Hospitals	LT	0.25 LT / 1,000 sf	0.50 LT / 1,000 SF	1.0 LT / 1,000 SF	2 ST; 0.075 LT / employee; or 0.02 LT / 1,000 sf	0.50 LT / 1,000 sf		0.20 LT / 1,000 sf	2 LT or 0.10 LT / 1,000 sf	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf	2 LT, 0.05 LT / employee, or 0.014 LT / 1,000 sf	2 LT or 0.014 LT / 1,000 sf	0.0667 LT / 1,000 sf	0.059 LT / employee on a maximum work shift. (this might work-out to 0.20 LT / 1,000 sf)	
	ST	4 ST at every entrance; 0.05 ST / 1,000 sf	6 ST at every entrance; 0.10 ST / 1,000 sf	8 ST at every entrance; 0.20 ST / 1,000 sf	2 ST or 0.05 ST / 1,000 sf	0.025 ST / 1,000 sf		0.10 ST / 1,000 sf	2 ST or 0.20 ST / 1,000 sf		2 ST or 0.025 ST / 1,000 sf	2 ST or 0.025 ST / 1,000 sf	4 ST at every entrance or 0.0333 ST / 1,000 sf		
Education															
College or university academic or administrative facilities	LT	0.15 LT / employee & max planned student capacity. If building new building on campus without adding employees/students, then 0.05 LT / 1,000 sf.	0.25 LT / employee & max planned student capacity. If building new building on campus without adding employees/students, then 0.10 LT / 1,000 sf.	0.35 LT / employee & max planned student capacity. If building new building on campus without adding employees/students, then 0.20 LT / 1,000 sf.	0.15 LT / student; or 0.05 LT / 1,000 sf, whichever is greater	0.10 LT / student + 0.05 LT / employee		0.20 LT / 1,000 sf	2 LT; 2.0 LT / 1,000 sf; or 0.02 LT / seat	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		2 LT or 0.05 LT / 1,000 sf	0.05 LT / 1,000 sf	0.059 LT / employee plus 0.04 LT / student during maximum attendance period.	
	ST	0.10 ST / max planned student capacity. If building new building on campus without adding employees/students, then 0.25 ST / 1,000 sf.	0.20 ST / max planned student capacity. If building new building on campus without adding employees/students, then 0.50 ST / 1,000 sf.	0.30 ST / max planned student capacity. If building new building on campus without adding employees/students, then 1.0 ST / 1,000 sf.	2 ST or 0.10 ST / student	No ST req.		0.40 ST / 1,000 sf	2 ST; 1.0 ST / 1,000 sf; or 0.01 ST / seat			2 ST or 0.10 ST / 1,000 sf	2 ST or 0.20 ST / 1,000 sf	0.06 ST / student on a maximum attendance period.	
College or university student activity facilities	LT	0.15 LT / employee & max planned student capacity. If building new building on campus without adding employees/students, then 0.05 LT / 1,000 sf.	0.25 LT / employee & max planned student capacity. If building new building on campus without adding employees/students, then 0.10 LT / 1,000 sf.	0.35 LT / employee & max planned student capacity. If building new building on campus without adding employees/students, then 0.20 LT / 1,000 sf.	0.15 LT / student; or 0.05 LT / 1,000 sf, whichever is greater	0.10 LT / student + 0.05 LT / employee		0.20 LT / 1,000 sf	2 LT; 2.0 LT / 1,000 sf; or 0.02 LT / seat	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		2 LT or 0.05 LT / 1,000 sf	0.05 LT / 1,000 sf	0.059 LT / employee plus 0.04 LT / student during maximum attendance period.	
	ST	0.10 ST / max planned student capacity. If building new building on campus without adding employees/students, then 0.25 ST / 1,000 sf.	0.20 ST / max planned student capacity. If building new building on campus without adding employees/students, then 0.50 ST / 1,000 sf.	0.30 ST / max planned student capacity. If building new building on campus without adding employees/students, then 1.0 ST / 1,000 sf.	2 ST or 0.10 ST / student	No ST req.		1.0 ST / 1,000 sf	2 ST; 1.0 ST / 1,000 sf; or 0.01 ST / seat			2 ST or 0.10 ST / 1,000 sf	2 ST or 0.20 ST / 1,000 sf	0.06 ST / student during maximum attendance period.	
K-12 Schools: Grades: 9-12	LT	2.5 LT / classroom	5 LT / classroom	10 LT / classroom	2 LT or 0.15 LT / employee PLUS 0.075 LT / student	2.0 LT / classroom		See zoning	2 LT or 4.0 LT / classroom	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		4.0 LT / classroom	4.0 LT / classroom	0.059 LT / employee plus 0.04 LT / student during maximum attendance period.	0.10 LT / employee
	ST	0.075 ST / student	0.15 ST / student	0.30 ST / student	2 ST or 0.075 ST / student	No ST req.			2 ST or 1.0 ST / classroom			No ST req.	1.0 ST / classroom	0.06 ST / student during maximum attendance period.	0.20 ST / student
K-12 Schools: Grades: 6-8	LT	2.5 LT / classroom	5 LT / classroom	10 LT / classroom	2 LT or 0.15 LT / employee PLUS 0.075 LT / student	2.0 LT / classroom		See zoning	2 LT or 4.0 LT / classroom	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		4.0 LT / classroom	4.0 LT / classroom	0.059 LT / employee	0.10 LT / employee
	ST	0.075 ST / student	0.15 ST / student	0.30 ST / student	2 ST or 0.075 ST / student	No ST req.			2 ST or 1.0 ST / classroom			No ST req.	1.0 ST / classroom	0.05 ST / student during maximum attendance period.	0.20 ST / student

K-12 Schools: Grades: K-5	LT	2.5 LT / classroom	5 LT / classroom	10 LT / classroom	2 LT or 0.15 LT / employee; for grades 4-6, add 0.075 LT / student.	1.0 LT / classroom		See zoning	2 LT or 4.0 LT / classroom	1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		2.0 LT / classroom	2.0 LT / classroom	0.059 LT / employee	0.10 LT / employee
	ST	0.075 ST / student	0.15 ST / student	0.30 ST / student	2 ST or 0.075 ST / student	No ST req.			2 ST or 1.0 ST / classroom			No ST req.	1.0 ST / classroom	0.05 ST / student during maximum attendance period.	0.10 / student
Daycare	LT	0.075 LT / employee	0.15 LT / employee	0.30 LT / employee	2 LT or 0.075 LT / employee	0.25 LT / 1,000 sf				1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		2 LT or 0.25 / 1,000 sf	2 LT or 0.05 ST / child	No LT req.	
	ST	0.05 ST / child	0.10 ST / child	0.20 ST / child	2 ST or 0.075 ST / child	0.025 ST / 1,000 sf						No ST req.	0.05 ST / child	No ST req.	
Transportation															
Light Rail Stations, Transit Centers, Park & Ride lots, & Ferry Terminals	LT	7% of AM Peak ridership. Light rail stations within a mile of each other in dense urban environments may combine their long-term parking requirement at a single station.	10% of AM Peak ridership. Light rail stations within a mile of each other in dense urban environments may combine their long-term parking requirement at a single station.	15% of AM Peak ridership. Light rail stations within a mile of each other in dense urban environments may combine their long-term parking requirement at a single station.	7% of projected AM peak period daily ridership.	20 LT				1 LT for 6,001-20,000 sf 0.10 LT / 1,000 sf >20,000 sf		8 LT			
	ST	6 ST or 2% of AM peak daily ridership.	8 ST or 3.5% of AM peak daily ridership.	10 ST or 5% of AM peak daily ridership.	2% of AM peak period daily ridership.	No ST req.						No ST req.			
Commercial Parking & Parking Structures	LT	0.05 LT / car parking spot. Unlike the other long-term parking requirements for other land uses, commercial parking structures may charge for secured long-term parking.	0.10 LT / car parking spot. Unlike the other long-term parking requirements for other land uses, commercial parking structures may charge for secured long-term parking.	0.20 LT / car parking spot. Unlike the other long-term parking requirements for other land uses, commercial parking structures may charge for secured long-term parking.	2 ST or 0.05 LT / car; surface-only lots excepted	0.05 LT / car				0.10 LT / car, triggered at 5, 21, & 41 car stalls (no rounding up until 41)	2 LT or 0.05 LT / car	10 LT or 0.05 LT / car	No LT req.	As determined by the Director of Planning in consultation with the City Engineer.	
	ST	0.05 ST / car parking spot	0.05 ST / car parking spot	0.10 ST / car parking spot	6 ST or 0.10 ST / car; surface-only lots excepted	No ST req.					6 LT or 0.05 ST / car	No ST req.	6 ST or 0.05 ST / car	As determined by the Director of Planning in consultation with the City Engineer.	

# EXHIBIT G

# ESSENTIALS OF BIKE PARKING

Selecting and installing bicycle parking that works



*apbp*  
Association of Pedestrian  
and Bicycle Professionals  
Expertise for Active  
Transportation

## Essentials of Bike Parking

Revision 1.0, September 2015

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### Acknowledgments

**Lead author** - Nathan Broom

**Contributors** - Eric Anderson, Vince Caristo, Ryan Dodge, Jennifer Donlon-Wyant, Sarah Figliozzi, Elco Gauw, Dan Jatres, David Loutzenheiser, Heath Maddox, Brian Patterson, Cara Seiderman



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**Cover image:** Sign D4-3 from *Standard Highway Signs*, 2004 Edition, [http://mutcd.fhwa.dot.gov/ser-shs\\_millennium\\_eng.htm](http://mutcd.fhwa.dot.gov/ser-shs_millennium_eng.htm)

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*APBP is an association of professionals who plan, implement and advocate for walkable and bicycle-friendly places.*

### Association of Pedestrian and Bicycle Professionals

bikeparking@apbp.org  
www.apbp.org



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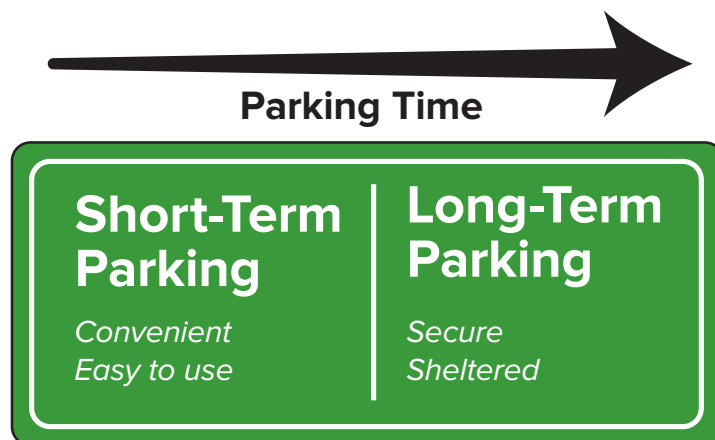
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## INTRODUCTION

Among the necessary supports for bicycle transportation, bike parking stands out for being both vital and easy. Still, it requires some attention to get it right. Bike parking may go unused if it's not more appealing to users than the nearest sign post. A minor mistake in installation can make a quality rack unusable. The variety of bicycle sizes, shapes, and attachments continues to increase, and good bike parking should accommodate all types.

The Association of Pedestrian and Bicycle Professionals (APBP) prepared this guide for people planning to purchase or install bike parking fixtures on a limited scale. It is a brief overview of APBP's comprehensive *Bicycle Parking Guidelines* handbook, available at [www.apbp.org](http://www.apbp.org).

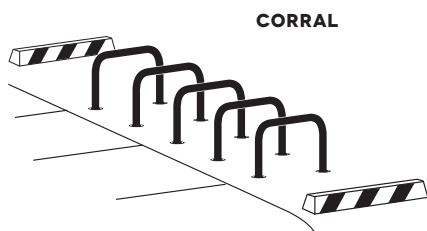
This guide divides bike parking into short-term and long-term installations. These two kinds of parking serve different needs, and the starting point for most bike parking projects is recognizing whether the installation should serve short-term users, long-term users, or both. If users will typically be parking for two hours or longer, they are likely to value security and shelter above the convenience and ease that should characterize short-term parking.



# SHORT-TERM PARKING

Effective bike parking for short-term users depends on two main factors: 1) proximity to the destination and 2) ease of use.

Short-term parking is designed to meet the needs of people visiting businesses and institutions, and others with similar needs—typically lasting up to two hours. Short-term users may be infrequent visitors to a location, so the parking installation needs to be readily visible and self-explanatory.



## SITE PLANNING

### Location

Short-term bike parking should be visible from and close to the entrance it serves—50' or less is a good benchmark. Weather-protected parking makes bicycle transportation more viable for daily and year-round use, and it can reduce the motivation for users to bring wet bicycles into buildings. Area lighting is important for any location likely to see use outside of daylight hours.

### Security

All racks must be sturdy and well-anchored, but location determines the security of short-term parking as much as any other factor. Users seek out parking that is visible to the public, and they particularly value racks that can be seen from within the destination. Areas with high incidence of bicycle theft may justify specific security features such as specialty racks, tamper-proof mounting techniques, or active surveillance.

### Quantity

Many jurisdictions have ordinances governing bike parking quantity. APBP's full *Bicycle Parking Guidelines* offers complete recommendations for the amount and type of parking required in various contexts. In the absence of requirements, it's okay to start small—but bear in mind that perceived demand may be lower than the demand that develops once quality parking appears.

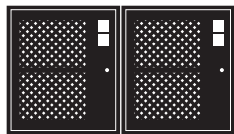
## BIKE CORRALS

Some cities with limited sidewalk space and strong bicycle activity place bike parking in on-street "bike corrals" located in the street area adjacent to the curb. Bike corrals can sometimes make use of on-street areas that are unsuitable for auto parking. When replacing a single auto parking space, a corral can generally fit 8 to 12 bicycles. APBP's full *Bicycle Parking Guidelines* provides details about designing and siting bike corrals. ➡ [apbp.org](https://apbp.org)

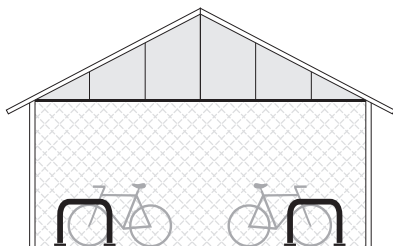
# LONG-TERM PARKING

Users of long-term parking generally place high value on security and weather protection. Long-term parking is designed to meet the needs of employees, residents, public transit users, and others with similar needs. These users typically park either at home or at a routine destination such as a workplace. They often leave their bicycles unmonitored for a period of several hours or longer, so they require security and weather protection that let them park without unreasonable concern for loss or damage.

Long-term parking can take a variety of forms, including a room within a residential building or workplace, a secure enclosure within a parking garage, or a cluster of bike lockers at a transit center. Some long-term parking is open to the public—such as a staffed secure enclosure at a transit hub—and some of it is on private property with access limited to employees, residents, or other defined user groups.



**BIKE LOCKERS**



**SHELTERED SECURE ENCLOSURE**

## SITE PLANNING

### Location

Appropriate locations for long-term parking vary with context. Long-term parking users are typically willing to trade a degree of convenience for weather protection and increased security. Long-term installations emphasize physical security above public visibility. Signage may be needed for first-time users.

### Security

Security is paramount for quality long-term parking. Access to parked bicycles can be limited individually (as with lockers) or in groups (as with locked bike rooms or other secure enclosures). Options for access control include user-supplied locks, keys, smart cards, and other technologies.

### Quantity

Refer to local ordinances or the comprehensive APBP *Bicycle Parking Guidelines* to determine the amount and type of parking required for various contexts.

## SPECIAL CONSIDERATIONS FOR LONG-TERM PARKING

In many ways, short-term and long-term parking function similarly and are served by the same guidelines. Some exceptions are noted below.

### Density

The competition of uses for high-security and sheltered locations creates particular pressure on long-term parking to fit more bicycles in less space. When parking needs cannot be met with standard racks and spacing recommended in this guide, consider rack systems designed to increase parking density. See the high-density racks table on page 7. Note that increasing density without careful attention to user needs can create parking that excludes people because of age, ability, or bicycle type. This may result in people parking bicycles in other less desirable places or choosing not to bike at all.

### Bicycle design variety

Long-term parking facilities should anticipate the presence of a variety of bicycles and accessories, including—depending on context—recumbents, trailers, children's bikes, long-tails, and others. To accommodate trailers and long bikes, a portion of the racks should be on the ground and should have an additional 36" of in-line clearance.

### Performance criteria

The bike rack criteria in the next section apply to racks used in any installation, regardless of its purpose. Long-term installations often use lockers and group enclosures not discussed in this guide. Such equipment raises additional considerations that are discussed in detail in APBP's full *Bicycle Parking Guidelines*. ➔ [apbp.org](https://apbp.org)

# INSTALLATION

Selecting an appropriate installation surface and technique is key to creating bicycle parking that remains secure and attractive over time.

## INSTALLATION SURFACE

A sturdy concrete pad is an ideal surface for installing bicycle parking. Other surfaces often encountered include asphalt, pavers, and soft surfaces such as earth or mulch. These surfaces can accommodate in-ground mounting or freestanding bike racks such as inverted-U racks mounted to rails. See APBP's *Bicycle Parking Guidelines* for details. ➡ [apbp.org](https://apbp.org)

## INSTALLATION FASTENERS

When installing racks on existing concrete, consider the location and select appropriate fasteners. Drill any holes at least three inches from concrete edges or joints. Some locations benefit from security fasteners such as concrete spikes or tamper-resistant nuts on wedge anchors. Asphalt is too soft to hold wedge and spike anchors designed for use in concrete. Installing bike parking on asphalt typically requires freestanding racks and anchor techniques specific to asphalt.

### FASTENERS

#### CONCRETE SPIKE



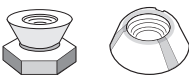
Installs quickly in concrete with a hammer. Tamper-resistant. Removal may damage concrete and/or rack.

#### CONCRETE WEDGE ANCHOR



Allows for rack removal as needed. Not tamper-resistant, but can accommodate security nuts (below).

#### SECURITY NUTS



Use with concrete wedge anchors. Security nuts prevent removal with common hand tools.

## INSTALLATION TECHNIQUES

When installing racks on existing concrete, choose those with a surface-mount flange and install with a hammer drill according to the specifications of the mounting hardware selected. When pouring a new concrete pad, consider bike parking fixtures designed to be embedded in the concrete. Because replacing or modifying an embedded rack is complicated and costly, this installation technique requires particular attention to location, spacing, rack quantity, and material.



# BICYCLE RACK SELECTION

## PERFORMANCE CRITERIA FOR BIKE PARKING RACKS

*These criteria apply to any rack for short- or long-term use.*

CRITERIA	DETAILS
<b>Supports bike upright without putting stress on wheels</b>	The rack should provide two points of contact with the frame—at least 6" apart horizontally. Or, if a rack cradles a bicycle's wheel, it must also support the frame securely at one point or more. The rack's high point should be at least 32".
<b>Accommodates a variety of bicycles and attachments</b>	The racks recommended on page 6 ("racks for all applications") serve nearly all common bike styles and attachments—if installed with proper clearances (see placement section). Avoid designs and spacing that restrict the length, height, or width of bicycles, attachments, or wheels.
<b>Allows locking of frame and at least one wheel with a U-lock</b>	A closed loop of the rack should allow a single U-lock to capture one wheel and a closed section of the bike frame. Rack tubes with a cross section larger than 2" can complicate the use of smaller U-locks.
<b>Provides security and longevity features appropriate for the intended location</b>	Steel and stainless steel are common and appropriate materials for most general-use racks. Use tamper-resistant mounting hardware in vulnerable locations. Rack finish must be appropriate to the location (see materials and coatings section).
<b>Rack use is intuitive</b>	First-time users should recognize the rack as bicycle parking and should be able to use it as intended without the need for written instructions.

# RACK STYLES

The majority of manufactured bike racks fall into one of the categories on pages 6-8. Within a given style, there is wide variation among specific racks, resulting in inconsistent usability and durability. APBP recommends testing a rack before committing broadly to it.

## RACKS FOR ALL APPLICATIONS

When properly designed and installed, these rack styles typically meet all performance criteria and are appropriate for use in nearly any application.

### INVERTED U

also called  
staple, loop



Common style appropriate for many uses; two points of ground contact. Can be installed in series on rails to create a free-standing parking area in variable quantities. Available in many variations.

### POST & RING



Common style appropriate for many uses; one point of ground contact. Compared to inverted-U racks, these are less prone to unintended perpendicular parking. Products exist for converting unused parking meter posts.

### WHEELWELL- SECURE



Includes an element that cradles one wheel. Design and performance vary by manufacturer; typically contains bikes well, which is desirable for long-term parking and in large-scale installations (e.g. campus); accommodates fewer bicycle types and attachments than the two styles above.

*This guide analyzes the most common styles of bike racks, but it is not exhaustive. Use the performance criteria on page 5 to evaluate rack styles not mentioned. Custom and artistic racks can contribute to site identity and appearance, but take care that such racks don't emphasize appearance over function or durability.*

## HIGH-DENSITY RACKS

These rack styles do not meet all performance criteria but may be appropriate in certain constrained situations.

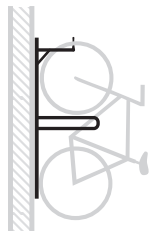
*High-density rack systems can maximize the use of limited parking space, but they don't work for all users or bicycles. If installing these racks, reserve additional parking that accommodates bicycles with both wheels on the ground for users who are not able to lift a bicycle or operate a two-tier rack, or for bikes that are not compatible with two-tier or vertical racks.*

### STAGGERED WHEELWELL-SECURE



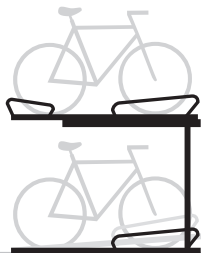
Variation of the wheelwell-secure rack designed to stagger handlebars vertically or horizontally to increase parking density. Reduces usability and limits kinds of bikes accommodated, but contains bikes well and aids in fitting more parking in constrained spaces.

### VERTICAL



Typically used for high-density indoor parking. Not accessible to all users or all bikes, but can be used in combination with on-ground parking to increase overall parking density. Creates safety concerns not inherent to on-ground parking.

### TWO-TIER



Typically used for high-density indoor parking. Performance varies widely. Models for public use include lift assist for upper-tier parking. Recommend testing before purchasing. Creates safety concerns not inherent to on-ground parking, and requires maintenance for moving parts.

## RACKS TO AVOID

Because of performance concerns, APBP recommends selecting other racks instead of these.

### WAVE

also called undulating or serpentine



Not intuitive or user-friendly; real-world use of this style often falls short of expectations; supports bike frame at only one location when used as intended.

### SCHOOLYARD

also called comb, grid



Does not allow locking of frame and can lead to wheel damage. Inappropriate for most public uses, but useful for temporary attended bike storage at events and in locations with no theft concerns. Sometimes preferred by recreational riders, who may travel without locks and tend to monitor their bikes while parked.

### COATHANGER



This style has a top bar that limits the types of bikes it can accommodate.

### WHEELWELL



Racks that cradle bicycles with only a wheelwell do not provide suitable security, pose a tripping hazard, and can lead to wheel damage.

### BOLLARD



This style typically does not appropriately support a bike's frame at two separate locations.

### SPIRAL



Despite possible aesthetic appeal, spiral racks have functional downsides related to access, real-world use, and the need to lift a wheel to park.

### SWING ARM SECURED



These racks are intended to capture a bike's frame and both wheels with a pivoting arm. In practice, they accommodate only limited bike types and have moving parts that create unneeded complications.

## RACK MATERIALS & COATINGS

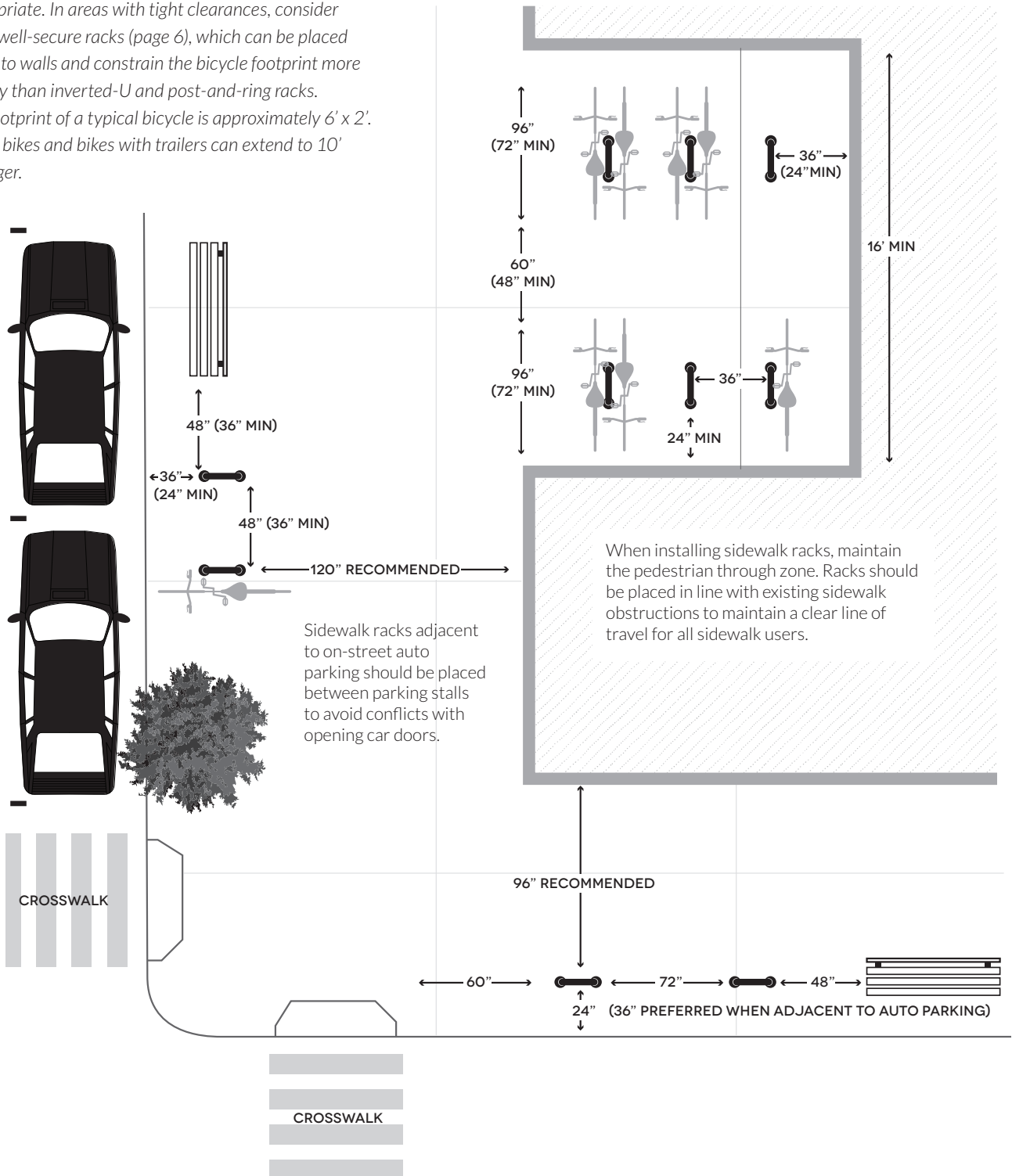
Most bicycle parking racks are made of carbon steel or stainless steel. Carbon steel requires a surface coating to resist rust while appropriate grades of stainless steel need no coating. Not all materials and coatings with the same name perform equally. Square tubing provides a security advantage as round tubing can be cut quietly with a hand-held pipe cutter. Before purchasing racks, talk to suppliers about your particular conditions and choose a material and coating that suit your needs. The following are common choices, depending on local considerations and preferences.

RACK MATERIAL – COATING	RELATIVE PURCHASE COST	DURABILITY	CAUTIONS
<b>Carbon steel - galvanized</b>	Usually lowest	Highly durable and low-maintenance; touch-up, if required, is easy and blends seamlessly	Utilitarian appearance; can be slightly rough to the touch
<b>Carbon steel - powder coat* (TGIC or similar)</b>	Generally marginally higher than galvanized	Poor durability	Requires ongoing maintenance; generally not durable enough for long service exposed to weather; not durable enough for large-scale public installations
<b>Carbon steel - thermoplastic</b>	Intermediate	Good durability	Appearance degrades over time with scratches and wear; not as durable as galvanized or stainless
<b>Stainless steel - no coating needed, but may be machined for appearance</b>	Highest	Low-maintenance and highest durability; most resistant to cutting	Can be a target for theft because of salvage value; maintaining appearance can be difficult in some locations

\* When applied to carbon steel, TGIC powder coat should be applied over a zinc-rich primer or galvanization to prevent the spread of rust beneath the surface or at nicks in the finish.

# PLACEMENT

The following minimum spacing requirements apply to some common installations of fixtures like inverted-U or post-and-ring racks that park one bicycle roughly centered on each side of the rack. Recommended clearances are given first, with minimums in parentheses where appropriate. In areas with tight clearances, consider wheelwell-secure racks (page 6), which can be placed closer to walls and constrain the bicycle footprint more reliably than inverted-U and post-and-ring racks. The footprint of a typical bicycle is approximately 6' x 2'. Cargo bikes and bikes with trailers can extend to 10' or longer.



# EXHIBIT H



## EXHIBIT H: IMPLEMENTATION OF COMPREHENSIVE PLAN POLICIES

Department of Planning and Economic Development

The following policies of the Comprehensive Plan relate to the proposed updates to the bicycle parking sections of the Spokane Municipal Code. The full text of the Comprehensive Plan can be found at [www.shapingspokane.org](http://www.shapingspokane.org).

### Chapter 3—Land Use

#### LU 4 – Transportation:

*Goal:* Promote a network of safe and cost-effective transportation alternatives, including transit, carpooling, bicycling, pedestrian-oriented environments, and more efficient use of the automobile, to recognize the relationship between land use and transportation.

#### LU 4.6 – Transit-Supported Development

Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.

*Discussion:* People are more likely to take transit to meet their everyday travel needs when transit service is frequent, at least every 15 minutes. Mixed-use development in these areas will enable less reliance on automobiles for travel, reduce parking needs, and support robust transit ridership. Land use regulations and incentives will encourage this type of development along high-performance transit corridors.

Transit-supported development should be encouraged through the application of development incentives, enhanced design measures, streetscape standards, parking standards, and potential changes in density and use. Each of these measures should be developed through a sub-area planning (or similar) process as each high-performance transit line is planned and developed. These sub-area planning processes should include neighborhood and stakeholder involvement and public participation processes to ensure that site-specific and neighborhood-context issues are addressed and benefits are maximized

### Chapter 4—Transportation

#### TR Goal B: Provide Transportation Choices

Meet mobility needs by providing facilities for transportation options – including walking, bicycling, public transportation, private vehicles, and other choices.

**INTENT** The objective is to support the desires of the community to have transportation options by providing options for commuting, recreation and short trips using transit and active modes like walking and biking, as well as other choices such as rideshare, carpooling, taxi/for hire services, and private vehicles. Traditional transportation activities focus on the design and construction of facilities—yet travel behavior and mode choice are determined by a broader set of factors. The city shall continue to create new, and improve the existing multi-modal system, in order to accommodate the safe and efficient movement of all people. Effective transportation system management measures should be utilized to support safe and efficient travel for all users.

#### TR Goal C: Accommodate Access to Daily Needs and Priority Destinations

Promote land use patterns and construct transportation facilities and other urban features that advance Spokane's quality of life.

**INTENT** Land use type, mix, intensity, and distribution - as a result of on-going development of the city - greatly influences travel choices and decisions on connectivity, placement and investments of transportation facilities. Harmonize the key relationship between the places where people live, work, learn, access essential services, play, and shop and their need to have access to these places. Transportation investments should help drive economic development, energize activity centers, provide greater food security for residents, and produce quality places/neighborhoods/communities that retain value through time. Creating prosperous and walkable neighborhoods that offer opportunities for people to meet and connect means thinking of streets as people places as much as vehicle spaces. Spokane recognizes that transportation needs and travel choices may change over time as new alternatives become available. Other modes become viable when land uses are planned in a way that connects to multiple travel options and the distance between daily needs are closer. Coordinating appropriate transportation options and land uses is important. Transportation facilities should be maintained and improved in a manner that equitably serves Spokane.

#### TR Goal F: Enhance Public Health & Safety

Promote healthy communities by providing and maintaining a safe transportation system with viable active mode options that provides for the needs of all travelers, particularly the most vulnerable users.

**INTENT** Promote healthy communities in Spokane by implementing a transportation system that provides for the ability to reduce auto mode share, increases the number of active travelers and transit riders of all ages and abilities, and improves safety in all neighborhoods. Work with the Spokane Regional Health District and other agencies to promote active lifestyles through educational and encouragement programs and safe and accessible routes for active travelers of all ages and abilities in all neighborhoods. Consider the needs of all roadway users when applying traffic calming measures. Implementing safety efforts should be done in a comprehensive manner to safeguard against shifting traffic problems from one neighborhood to another. Spokane will seek to improve safety through the use of supporting federal and state programs, documents, and policies such as: FHWA Towards Zero Deaths (TZD), the FHWA Highway Safety Improvement Program (HSIP), and Washington State Department of Transportation's (WSDOT) Target Zero: Strategic Highway Safety Plan. Spokane recognizes the importance of evaluating transportation projects using objective criteria to reflect community standards. An environmental justice approach strives to avoid decisions that can have a disproportionate adverse effect on the environmental and human health of traditionally underserved neighborhoods and vulnerable populations compared to the population as a whole.

#### TR 1 – Transportation Network For All Users

Design the transportation system to provide a complete transportation network for all users, maximizing innovation, access, choice, and options throughout the four seasons. Users include pedestrians, bicyclists, transit riders, and persons of all abilities, as well as freight, emergency vehicles, and motor vehicle drivers. Guidelines identified in the Complete Streets Ordinance and other adopted plans and ordinances direct that roads and pathways will be designed, operated, and maintained to accommodate and promote safe and convenient travel for all users while acknowledging that not all streets must provide the same type of travel experience. All streets must meet mandated accessibility standards. The network for each mode

is outlined in the Master Bike Plan, Pedestrian Master Plan, Spokane Transit's Comprehensive Plan, and the Arterial Street map.

### **Key Actions**

- a. Make transportation decisions based upon the adopted policies, plans, design standards and guidelines, taking into consideration seasonal needs of users, system wide integration, and impacts on the relevant transportation planning decisions of neighboring jurisdictions.
- b. Utilize relevant performance measures and adopted level of service standards to track the city's progress in developing the transportation network for all users.
- c. Recognize and accommodate the special transportation needs of the elderly, children, and persons with disabilities in all aspects of, transportation planning, programming, and implementation.
  - i. Address the community's desire for a high level of accommodation for persons with disabilities by using the applicable and context sensitive local, state, or federal design standards in all projects within the city's right-of-way. City of Spokane Comprehensive Plan 4-20
  - ii. Implement the city's ADA Transition Plan, Pedestrian Plan and Bicycle Plan with a new focus on broader user groups

### **TR 5 – Active Transportation**

Identify high-priority active transportation projects to carry on completion/ upgrades to the active transportation network.

### **Key Actions**

- a. Ensure that the pedestrian and bicycle networks provide direct connections between major activity centers and transit stops and stations.
- b. The planning, design and construction of transportation projects should maintain or improve the accessibility and quality of existing and planned pedestrian and bicycle facilities.
- c. Implement a network of low vehicle volume, bike-friendly routes throughout the city.
- d. Support the development of a bike-share program within the city core.
- e. Seek grant funding for projects and programs such as Safe Routes to School, Transportation Alternatives, and other active transportation initiatives.
- f. Utilize the Bicycle Plan and the Pedestrian Plan to guide the location and type of bicycle and pedestrian facilities developed in Spokane to:
  - i. Provide safe, attractive, convenient and quality pedestrian and bicycle linkages to transit stops and stations.
  - ii. Provide safe, attractive, convenient and quality pedestrian and bicycle linkages between major activity areas where features that act as barriers prevent safe and convenient access.
  - iii. Provide safe, attractive, convenient and quality pedestrian and bicycle facilities and an aesthetically pleasing environment on bridges.

- iv. Enhance the pedestrian and bicycle environment along routes to schools to provide a safe walking and riding environment for children. Means of accomplishing this include:
  - encouraging school routes not to cross arterials;
  - having user-activated signals at arterial intersections;
  - implementing safety patrols with traffic-control signs at busy intersections;
  - working with schools to promote walking groups; and
  - strengthening and enforcing pedestrian right-of-way laws.
- v. Enhance the pedestrian, bicycle and transit environment along routes to desirable destinations for seniors.
- vi. Enhance the pedestrian, bicycle and transit environment along routes in communities with a high percentage of underserved populations.
- vii. Provide safe bicycle and pedestrian access to city parks from surrounding neighborhoods.
- g. Provide viable facilities for active transportation modes as alternatives to driving.
  - i. Ensure gaps in the bicycle network are identified and prioritized to complete and expand the connected bicycle network.
  - ii. Ensure sidewalk gaps are not present and provide for safe pedestrian circulation within the city. Wherever possible, this should be in the form of sidewalks with a pedestrian buffer strip or other separation from the street.
  - iii. Use pedestrian safety strategies on high bicycle and pedestrian traffic corridors.
  - iv. Establish and maintain crosswalks at key locations where active transportation facilities cross collector and arterial roadways.
- h. Provide secure parking for bicyclists at key destinations (i.e. Downtown, identified Centers and Corridors, schools and universities, community centers, key transit locations) and ensure future developments include bicycle parking on site that adheres to city-established design and siting standards.
- i. Work with local and regional partners to implement the “Spokane County Wayfinding and Gateway Feature Placement & Design Plan”.
- j. Coordinate with other departments and partner agencies to combine related projects for the purpose of cost-sharing.

#### TR 6 – Commercial Center Access

Improve multi-modal transportation options to and within designated district centers, neighborhood centers, employment centers, corridors, and downtown as the regional center.

#### **Key Actions**

- a. Maintain Street Design Standards and Guidelines to support pedestrian activity and pedestrian-supportive amenities such as shade trees, multimodal design, street furniture, and other similar amenities.

- b. Maintain street design guidelines reflecting best practices to implement designs that effectively manage traffic flow within designated Centers and Corridors while ensuring designs correspond to and support local context.
- c. Designate and develop neighborhood greenways and low vehicle volume bicycle routes that parallel major arterials through designated Centers and Corridors.
- d. Establish and maintain bicycle parking guidelines and standards for Centers and Corridors to provide sufficient and appropriate short- and long-term bicycle parking.
- e. Provide transit supportive features (e.g. sidewalks, curb ramps, transit benches, etc.) in support with STA

#### TR 9 – Promote Economic Opportunity

Focus on providing efficient and affordable multi-modal access to jobs, education, and workforce training to promote economic opportunity in the city’s designated growth areas, develop “Great Streets” that enhance commerce and attract jobs.

#### Key Actions

- a. Ensure street designs support business activity-and thus jobs creation-to ensure that travelers feel comfortable to stop and shop.
- b. Coordinate closely with STA and area colleges and universities to provide convenient, cost-efficient transit service for students.
- c. Use new technology when feasible to increase efficiency in all transportation modes, such as:
  - i. Intelligent feedback to users;
  - ii. Dynamic traffic signals;
  - iii. Priority transit routes and signaling; and,
  - iv. Information sharing about capacity.
- d. Coordinate closely with STA to identify opportunities for service improvements in designated land use areas.
- e. Coordinate with Visit Spokane and other relevant groups to support and promote bicycle tourism in the city and region.
- f. Partner with business entities and organizations to educate them and their members on the economic benefits of transit and active transportation oriented development.
- g. Implement the city’s bicycle master plan for improved city-wide mobility.

#### TR 20 – Bicycle/Pedestrian Coordination

Coordinate bicycle and pedestrian planning to ensure that projects are developed to meet the safety and access needs of all users.

### **Key Actions**

- a. Coordinate City of Spokane departments and other agencies to efficiently provide transportation alternatives and facilitate the accomplishment of the city's transportation priorities.
- b. Incorporate bicycle/pedestrian facilities as early as possible into development and roadway plans to reduce costs and take advantage of cooperative opportunities.
- c. Seek funding sources for active transportation projects.
- d. Maintain Street Design Standards and Guidelines to ensure that public and private developments meet a variety of transportation needs. Refer to national references (such as NACTO) for facilities design when updating the standards and guidelines.
- e. Develop transportation-related educational programs for both nonmotorized and motorized transportation users.
- f. Consistently update and implement the pedestrian and bicycle master plans for active transportation users.

# EXHIBIT I

# EXHIBIT I: ALTERNATIVE USE TABLE, USING 5% MODE SHARE GOAL<sup>1</sup>

TABLE 17C.230-3 BICYCLE PARKING BY USE					
RESIDENTIAL CATEGORIES					
USE CATEGORIES	SPECIFIC USES	REQUIRED SHORT-TERM BICYCLE PARKING [3]	BASELINE SHORT-TERM BICYCLE PARKING [3]	REQUIRED LONG-TERM BICYCLE PARKING	BASELINE LONG-TERM BICYCLE PARKING
Group Living		1 per 5 residents	2	1 per 2 residents	1
Residential Household Living	Multifamily dwellings of five or more units	1 per 5 units	2	0.5 per unit	1
COMMERCIAL CATEGORIES					
USE CATEGORIES	SPECIFIC USES	REQUIRED SHORT-TERM BICYCLE PARKING [3]	BASELINE SHORT-TERM BICYCLE PARKING [3]	REQUIRED LONG-TERM BICYCLE PARKING	BASELINE LONG-TERM BICYCLE PARKING
Adult Business		1 per 5,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Commercial Outdoor Recreation		1 per 2 vehicle spaces (whether vehicle parking is required by code or not)	2	1 per 15 vehicle spaces (whether vehicle parking is required by code or not)	1
Commercial Parking [4]		1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	2	1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	1
Drive-through Facility		None	0	None	0
Major Event Entertainment		1 per 20 seats	2	1 per 20,000 sq. ft. of floor area	1

<sup>1</sup> Adapted from the Association of Pedestrian and Bicycle Professionals *Bicycle Parking Guidelines 2<sup>nd</sup> Edition*.

Office	General Office	1 per 20,000 sq. ft. of floor area	2	1 per 6,000 sq. ft. of floor area	1
	Medical/Dental Office	1 per 8,000 sq. ft. of floor area	2	1 per 13,000 sq. ft. of floor area	1
Quick Vehicle Servicing		1 per 20,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Retail Sales and Service	Retail, Personal Service, Repair-oriented	1 per 5,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
	Restaurants and Bars	1 per 2,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
	Health Clubs, Gyms, Lodges, Meeting Rooms and similar continuous entertainment, such as Arcades and Bowling Alleys	1 per 2,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
	Temporary Lodging	1 per 20 rentable rooms Additionally: 1 per 4,000 sq. ft. of conference/meeting rooms	2	1 per 20 rentable rooms	1
	Theaters	1 per 20 seats	2	1 per 10,000 sq. ft.	1
	Retail sales and services of large items, such as appliances, furniture and equipment	1 per 10,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Mini-storage Facilities		2 per development	2	None	0
Vehicle Repair		1 per 20,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
<b>INDUSTRIAL CATEGORIES</b>					
<b>USE CATEGORIES</b>	<b>SPECIFIC USES</b>	<b>REQUIRED SHORT-TERM BICYCLE PARKING [3]</b>	<b>BASELINE SHORT-TERM BICYCLE PARKING [3]</b>	<b>REQUIRED LONG-TERM BICYCLE PARKING</b>	<b>BASELINE LONG-TERM BICYCLE PARKING</b>
Industrial Services, Railroad Yards, Wholesale Sales		4 per development	2	1 per 12,000 sq. ft. of floor area	1

Manufacturing and Production		4 per development	2	1 per 12,000 sq. ft. of floor area	1
Warehouse and Freight Movement		4 per development	2	1 per 12,000 sq. ft. of floor area	1
Waste-related		4 per development	2	1 per 12,000 sq. ft. of floor area	1
<b>INSTITUTIONAL CATEGORIES</b>					
<b>USE CATEGORIES</b>	<b>SPECIFIC USES</b>	<b>REQUIRED SHORT-TERM BICYCLE PARKING [3]</b>	<b>BASELINE SHORT-TERM BICYCLE PARKING [3]</b>	<b>REQUIRED LONG-TERM BICYCLE PARKING</b>	<b>BASELINE LONG-TERM BICYCLE PARKING</b>
Basic Utilities		1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	2	1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	1
Colleges		1 per 10,000 sq. ft. of floor area	2	1 per 20,000 sq. ft. of floor area	1
Community Service		1 per 8,000 sq. ft. of floor area	2	1 per 6,000 sq. ft. of floor area	1
Daycare		1 per 13,000 sq. ft. of floor area	2	1 per 13,000 sq. ft. of floor area	1
Medical Centers		1 per 20,000 sq. ft. of floor area	2	1 per 20,000 sq. ft. of floor area	1
Parks and Open Areas[1] [2]		1-3 amenities= 4 spaces 4-7 amenities= 8 spaces 7-12 amenities= 16 spaces 12+ amenities= 24 spaces  Additionally: 1 per 10 vehicle spaces (whether vehicle parking is required by code or not)	2	None	0
Religious Institutions		1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	2	1 per 13,000 sq. ft. of floor area	1
Schools	Grade, Elementary, Junior High	2 per classroom	2	1 per classroom	1
	High School	2 per classroom	2	1 per classroom	1
<b>OTHER CATEGORIES</b>					

USE CATEGORIES	SPECIFIC USES	REQUIRED SHORT-TERM BICYCLE PARKING [3]	BASELINE SHORT-TERM BICYCLE PARKING [3]	REQUIRED LONG-TERM BICYCLE PARKING	BASELINE LONG-TERM BICYCLE PARKING
Agriculture		None	None	None	None
Aviation and Surface Passenger Terminals		None	None	None	None
Detention Facilities		None	None	None	None
Essential Public Facilities		None	None	None	None
Wireless Communication Facilities		None	None	None	None
Rail Lines and Utility Corridors		None	None	None	None
<p>[1] Parks and Open Space amenities, for the purpose of this section, are defined as park facilities such as playgrounds, ball fields, and splash pads. These do not include any natural area amenities such as a habitat viewing station.</p> <p>[2] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.</p> <p>[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.</p> <p>[4] Commercial parking may only charge for the use of the long-term bicycle storage.</p>					

<b>TABLE 17C.230-4</b> <b>CENTER AND CORRIDOR ZONE REQUIRED BICYCLE PARKING SPACE FOR ALLOWED USES</b>				
CENTERS AND CORRIDORS USE CATEGORIES	REQUIRED SHORT-TERM BICYCLE PARKING	BASELINE SHORT-TERM BICYCLE PARKING [3]	REQUIRED LONG-TERM BICYCLE PARKING	BASELINE LONG-TERM BICYCLE PARKING
Residential	1 per 5 units	2	0.5 per unit	1
Hotels, including Bed and Breakfast Inns	1 per 20 rentable rooms Additionally: 1 per 4,000 sq. ft. of conference/meeting rooms	2	1 per 20 rentable rooms	1

Commercial, Financial, Retail, Personal Services	1 per 5,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Eating and Drinking Establishments	1 per 2,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Restaurants without Cocktail Lounges	1 per 2,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Professional and Medical Offices	1 per 8,000 sq. ft. of floor area	2	1 per 13,000 sq. ft. of floor area	1
Entertainment, Museum and Cultural	1 per 20 seats or 1 per 10,000 sq. ft. of floor area, whichever is greater	2	1 per 20,000 sq. ft. of floor area	1
Government, Public Service or Utility Structures, Social Services and Education	1 per 8,000 sq. ft. of floor area	2	1 per 6,000 sq. ft. of floor area	1
Religious Institutions	1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	2	1 per 13,000 sq. ft. of floor area	1
Parks and Open Space [1]	1-3 amenities= 4 spaces 4-7 amenities= 8 spaces 7-12 amenities= 16 spaces 12+ amenities= 24 spaces  Additionally: 1 per 10 vehicle spaces (whether vehicle parking is required by code or not)	2	None	0
Structured Parking [2]	1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	2	1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	1
Public Parking Lot	1 per 20 vehicle spaces (whether vehicle parking is required by code or not)	2	None	0
Limited Industrial (if entirely within a building)	4 per development	2	1 per 12,000 sq. ft. of floor area	1
Heavy Industrial	4 per development	2	1 per 12,000 sq. ft. of floor area	1
Drive-through Businesses on Pedestrian Streets	2 per development	2	None	0
Motor Vehicles Sales, Rental, Repair or Washing	1 per 10,000 sq. ft. of floor area	2	1 per 4,000 sq. ft. of floor area	1

Automotive Parts and Tires (with exterior storage or display)	1 per 20,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Gasoline Sales (serving more than six vehicles)	1 per 20,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Gasoline Sale (serving six vehicles or less)	1 per 20,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Self-storage or Warehouse	2 per development	2	None	0
Adult Business (subject to chapter 17C.305 SMC special provisions)	1 per 5,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Winery and Microbreweries	1 per 2,000 sq. ft. of floor area	2	1 per 10,000 sq. ft. of floor area	1
Mobile Food Vending	None	0	None	0
<p>[1] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.</p> <p>[2] Short-term parking within structured vehicle parking facilities must be on the ground floor and within the structure. There is no requirement for the parking to be in a secured enclosure.</p> <p>[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.</p>				

## 3.4

10 min

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### 3.4 - Process for Addressing City- Owned Property Sponsors: CP Beggs, CM Stratton

*Gibilisco, Alexander*

| For Discussion

#### **Attachments**

[Briefing Ordinance Process for Addressing City-Owned Property.docx](#)

[Ordinance Process for Addressing City-Owned Property.docx](#)

## Committee Agenda Sheet

### Urban Experience Committee

<b>Submitting Department</b>	Council Office
<b>Contact Name</b>	Alex Gibilisco
<b>Contact Email &amp; Phone</b>	<a href="mailto:agibilisco@spokanecity.org">agibilisco@spokanecity.org</a> , 509-904-5465
<b>Council Sponsor(s)</b>	CP Beggs, CM Stratton
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 10
<b>Agenda Item Name</b>	Process for Addressing City- Owned Property
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>During the celebration of Whistalks Way name change we heard from community members that it took over 50 years of advocating and petitioning the City for the name change.</p> <p>In 2022, the Human Rights Commission conducted community engagement and passed a resolution regarding the Monaghan Statue. There was not a clear process to acting or responding to their recommendation with this city owned property.</p> <p>On January 5, 2023, Spokane Human Rights Commission passed A resolution proposing a standard protocol for processing, considering, and acting upon citizens' concerns about City-owned buildings, sites, structures, monuments, and other objects.</p> <p>This is an ordinance relating to the establishment of a process to consider and act upon community members' concerns regarding City-owned property; adopting a new chapter 18.10 to Title 18 of the Spokane Municipal Code.</p>
<b>Proposed Council Action</b>	Next step is taking the proposed ordinance and feedback to the Spokane Human Rights Commission and adopt the proposed Ordinance in late June.
<b>Fiscal Impact</b> Total Cost: <a href="#">Click or tap here to enter text.</a> Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: <a href="#">Click or tap here to enter text.</a>  Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.) Potential future impacts if council votes to address future sites, structures, monuments, and other objects.	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	

This chapter applies to all visible property owned by the City of Spokane, within the city limits of Spokane, Washington. This chapter details and defines a process for receiving, researching, reviewing, and recommending action to address community concerns regarding institutional statements, names or monuments on property owned by the City of Spokane.

The ordinance also states the City of Spokane commitment to ensuring that all people living and working in Spokane have a sense of belonging, and further committed to addressing issues that undermine that commitment

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

This data can be collected when OCREI reviews the request in consultation with the City of Spokane Legal Department and other necessary departments, boards, commissions, affected Native American tribes and compile relevant information and findings that will inform a final recommendation.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

The requested action “shall include: history of the City-owned property in question; details on the review process; appropriate department(s) to execute, anticipated cost to implement any recommendation; any relevant information presented by the OCREI to the SHRC; and any other actions the SHRC would like the City to take.”

In addition, it encourages coordination between departments to develop a recommendation.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

The ordinance is responding to the Human Rights Commission recommendation.

(Title 4, 4/20/92) 4.10.010,

The human rights commission advises and makes recommendations to the city council regarding issues related to human rights and unjust discrimination and the implementation of programs consistent with the needs of all residents of the City of Spokane.

Section 18.01.010

The City of Spokane finds that discrimination based on race, religion, creed, color, sex, national origin, marital status, familial status, domestic violence victim status, age, sexual orientation, gender identity, honorably discharged veteran or military status, refugee status, the presence of any sensory, mental or physical disability as defined by the Americans with Disabilities Act, 42 U.S.C. § 12101 et seq, and/or the Washington State Law Against Discrimination, Chapter 49.60 RCW, or the receipt of, or eligibility for the receipt of, funds from any housing choice or other subsidy program or alternative source of income poses a substantial threat to the health, safety and general welfare of the citizens of Spokane. The City deems it necessary and proper to enact a local ordinance to address these issues.

ORDINANCE NO \_\_\_\_\_

An ordinance relating to the establishment of a process to consider and act upon community members' concerns regarding City-owned property; adopting a new chapter 18.10 to Title 18 of the Spokane Municipal Code.

**WHEREAS**, under Section 18.01.10 of the Spokane Municipal Code, the City has found that discrimination based on race, religion, creed, color, sex, national origin, marital status, familial status, domestic violence victim status, age, sexual orientation, gender identity, honorably discharged veteran or military status, refugee status, and/or the presence of any sensory, mental or physical disability, poses a substantial threat to the health, safety and general welfare of the citizens of Spokane; and

**WHEREAS**, institutional statements, names or monuments found on City-owned property that reflect the historical denial of human rights, discrimination, and exclusion may trigger mental pain and suffering among community members, and also foster a continuing disrespect of historically marginalized members of the community; and

**WHEREAS**, the City of Spokane is committed to ensuring that all people living and working in Spokane to have a sense of belonging, and further committed to addressing issues that undermine that commitment like institutional statements, names or monuments that reflect the historical denial of human rights, discrimination, and exclusion; and

**WHEREAS**, the City of Spokane is further committed to providing community members with the opportunity to formally raise their concerns about institutional statements, names or monuments on City-owned property, and committed to ensuring that the appropriate course of action is taken to address said concerns; and

**WHEREAS**, the City of Spokane desires to create an accessible process for community members to raise these concerns and have a known and predictable process of review, outreach, and community recommendation; and

**WHEREAS**, the accessible process should include final recommendation for action by the Spokane City Council, which may include removal, renaming, or relocating content on City-owned property.

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** There is enacted a new chapter 18.10 to Title 18 of the Spokane Municipal Code to read as follows:

Chapter 18.10	Process for Review of Institutional Statements, Names and Monuments on City Property
SMC 18.10.010	Scope and Purpose
SMC 18.10.020	Definitions
SMC 18.10.030	Process of Review by Spokane Human Rights Commission
SMC 18.10.040	Recommendation to Spokane City Council

### **18.10.010 Scope and Purpose**

Institutional statements, names or monuments found on City-owned property that reflect the historical denial of human rights, discrimination, and exclusion can trigger mental pain and suffering among community members, and also foster a continuing disrespect of historically marginalized members of the community. The City of Spokane is committed to ensuring that all people living and working in Spokane have a sense of belonging, and further committed to addressing issues that undermine that commitment.

This chapter applies to all visible property owned by the City of Spokane, within the city limits of Spokane, Washington. This chapter details and defines a process for receiving, researching, reviewing, and recommending action to address community concerns regarding institutional statements, names or monuments on property owned by the City of Spokane.

### **18.10.020 Definitions**

- A. "Community member" refers to an individual who lives or works within the city limits of Spokane, Washington.
- B. "Concern" refers to the disapproval or dismay of a community member regarding the property, as formally presented to the SRHC in the form of a written request to review certain City-owned property.
- C. "Content" refers to the physical image, name, description, inscription, monument or other defining features of property owned by the City of Spokane.
- D. "Department" refers to the City of Spokane department that has been tasked by the Spokane City Council of carrying out the recommended action.
- E. "OCREI" refers to the Spokane Office of Civil Rights, Equity, and Inclusion.
- F. "Property" or "City-owned Property" refers to the building, monument, site, street, roadway, structure, or any other object owned by the City of Spokane or under the control, ownership, and/or jurisdiction of either the Spokane Park Board or the Library Board of Trustees.
- G. "Request" refers to a formal, written statement from a Requester asking for review of certain City-owned property under this ordinance.
- H. "Requester" refers to the community member who files a request
- I. "SHRC" refers to the Spokane Human Rights Commission, a volunteer board of individuals appointed by the Mayor of Spokane and approved by the Spokane City

Council. These individuals advise and make recommendations to the Spokane City Council regarding issues related to human rights.

- J. “Workgroup” refers to the SHRC Civic Impact workgroup of the Spokane Human Rights Commission.

### **Section 18.10.030 Process of Review by Spokane Human Rights Commission**

The process for considering and acting upon community members’ concerns regarding the content of City-owned property is as follows:

- A. Individuals and/or groups can request that the City of Spokane review certain City-owned property by submitting a Request to the Spokane Human Rights Commission (SHRC). The SHRC shall act as the coordinator of the process for reviewing the Request.
- B. Once the SHRC receives a Request, the SHRC shall then task the SHRC Civic Impact Workgroup (“Workgroup”) as its designee to process the Request, and the Workgroup shall coordinate the process for reviewing the Request.
- C. The Workgroup shall then review the Request and determine whether or not to start a review, considering whether the Content described in the Request is discriminatory under SMC 18.01.010 or the Content is likely to trigger mental pain, suffering or disrespect in a reasonable person with a cultural background and lived experience that would make them vulnerable.
  - i. If the Workgroup finds that the Content does not violate SMC 18.01.010 and is not likely to trigger mental pain, suffering or disrespect, the review shall end, and the Workgroup shall notify the Requester of the decision and provide them the information to present their concerns to the full SHRC at a meeting via public comment.
  - ii. If the Workgroup finds that the Content does violate SMC 18.01.010 or is likely to trigger mental pain, suffering or disrespect, it shall refer the Request to the Spokane Office of Civil Rights, Equity, and Inclusion (OCREI).
- D. After referral from the Workgroup, the OCREI shall then review the Request in consultation with the City of Spokane Legal Department and other necessary departments, boards, commissions, affected Native American tribes and compile relevant information and findings that will inform a final recommendation. Relevant information shall include any history relating to the City’s acquisition of the Property or placement of the Content thereon, including donor restrictions or requirements. The OCREI shall then present the information, findings and recommendation to the Workgroup, including whether the recommendation of the SHRC will be submitted to the City Council, the Park Board or the Library Board. This review process shall not limit the authority or responsibility of any department, board or commission established by law.

- E. Upon receipt of information and findings from the OCREI, the Workgroup shall review the information and findings, and determine if the Request should be brought forward to the full SHRC. If the Workgroup determines that the SHRC should address the matter, the Request shall be placed on a Regular Commission Meeting Agenda for discussion. At this point, the Requester shall be notified of the decision to pursue the matter. The Requester shall also be notified of the meeting and may address the full SHRC via public comment or presentation under the rules of the SHRC.
- F. Upon conclusion of discussion of the Request at the SHRC Regular Commission Meeting, any Commissioner may move for the matter to be forwarded to the SHRC Executive Committee for further collaboration with the OCREI on research, analysis, outreach, and stakeholder engagement. Upon completing its review, the SHRC Executive Committee shall place the matter on a Regular Commission Meeting Agenda for further review and action.

#### **Section 18.10.040 Recommendation to Spokane City Council**

- A. The SRHC shall review the materials from the Workgroup, the SRHC Executive Committee, and the OCREI, and shall determine whether to make a recommendation to the Spokane City Council regarding the Request. Any recommendation from the SHRC shall be in the form of a resolution and shall lay out, in specifics, the requested action by the City Council and shall include: history of the City-owned property in question; details on the review process; appropriate department(s) to execute, anticipated cost to implement any recommendation; any relevant information presented by the OCREI to the SHRC; and any other actions the SHRC would like the City to take. The SHRC recommendation may include, but is not limited to: renaming the Property; recontextualizing, replacing, or removing any Content on the Property; or removal or relocation of any Content. Provided, except as provided in subsection C below, any recommendation to rename City-owned property must be submitted to the Spokane Plan Commission for its recommendation prior to forwarding to the Spokane City Council. The resolution shall also specify which City of Spokane department the SHRC determines to be the appropriate lead implementer of any recommended actions.
- B. The Resolution will be brought forward to the full Spokane City Council by the SHRC Council Liaison at a City Council Committee meeting. Any further action by Council will adhere to City Council Rules.
- C. If the property subject to the request and the SHRC recommendation is under the care, management, or control of the Park Board or the ownership and jurisdiction of the Library Board, the SHRC recommendation shall be submitted to the respective board for consideration.

**PASSED** by the City Council on \_\_\_\_\_.

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

## 4 - Consent Items

## 4.1

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### 4.1 - Beacon Hill Development Agreement Amendment #2

***Stripes, Teri***

At the December 12, 2016, pursuant to Resolution 2018-0097 Council approved Amendment #1 to the Beacon Hill Development Agreement, which extended the current term to September 13, 2023. As that date is approaching the developer has proposed a three-year time extension. Amendment #2 will extend the term to September 13, 2026.

| For Information

#### **Attachments**

[Briefing Paper - Beacon Hill Amendment No 2.docx](#)

[Resolution Approving Second Amendment of Beacon Hill Development Agreement~.docx](#)

## Committee Agenda Sheet

### Urban Experience – May 8, 2023

<b>Submitting Department</b>	Planning and Economic Development
<b>Contact Name &amp; Phone</b>	Teri Stripes
<b>Contact Email</b>	<a href="mailto:tstripes@spokanecity.org">tstripes@spokanecity.org</a>
<b>Council Sponsor(s)</b>	District CMs Cathcart & Bingle
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion         Time Requested: _____
<b>Agenda Item Name</b>	<b>Beacon Hill Development Agreement Amendment #2</b>
<b>Summary (Background)</b>	At the December 12, 2016, pursuant to Resolution 2018-0097 Council approved Amendment #1 to the Beacon Hill Development Agreement, which extended the current term to September 13, 2023. As that date is approaching the developer has proposed a three-year time extension. Amendment #2 will extend the term to September 13, 2026.
<b>Proposed Council Action &amp; Date</b>	Approval of the 2 <sup>nd</sup> Amendment of the Development Agreement, with Beacon Hill Opportunity Zone, LLC., Howard Capital Group, LLC., and Beacon Hill Spokane extending the term to September 13, 2026.
<b>Fiscal Impact:</b> Total Cost: Approved in current year budget?      Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source:  Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b>	
<i>What impacts would the proposal have on historically excluded communities?</i>  The NE Hillyard Neighborhood of Spokane includes 12,599 of Spokane's most economically distressed residents, who suffer from some of the highest rates of poverty.  This Neighborhood and residents have been negatively impacted by the current Housing Crisis.  The Beacon Hill Development once completed, will add a significant number of housing units affordable to many different income levels.	
<i>How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?</i>  Not Applicable	
<i>How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?</i>	

Not Applicable

*Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?*

**Comprehensive Plan Land Use Policies:**

LU 1.4 Higher Density Residential Uses

**Comprehensive Plan Housing Policies:**

H 1.9 Mixed-Income Housing

H 1.4 Use of Existing Infrastructure

H 1.18 Distribution of Housing Options

**Comprehensive Plan Transportation Policies:**

TR 9: Promote Economic Opportunity

TR 17: Paving Existing Unpaved Streets

**Comprehensive Plan Economic Development Policies:**

ED 7.4 Tax Incentives for Land Improvement

**Comprehensive Plan Capital Facilities Policies:**

CFU 1.1 Level of Service

CFU 2.1 Available Public Facilities

CFU 4.1 Compact Development

CFU 6.1 Community Revitalization

CFU 6.2 Economic Development

**Comprehensive Plan Natural Environment Policies:**

NE 13.1 Walkway and Bicycle Path System

**City of Spokane Housing Action Plan (2021)**

**The Yard Redevelopment Master Plan (2017)**

**Greater Hillyard North-East Planning Alliance (GHNEPA) Neighborhood Plan (2010)**

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION APPROVING A SECOND AMENDMENT OF A DEVELOPMENT AGREEMENT REGARDING THE PRELIMINARY PLAT AND PLANNED UNIT DEVELOPMENT REFERRED TO AS BEACON HILL

A. WHEREAS, Beacon Hill Opportunity Zone, LLC owns Spokane County Parcel No. 35022.0019;

B. WHEREAS, Howard Capital Group, LLC owns Spokane County Parcel No. 35025.9036 and 35022.0012;

C. WHEREAS, Beacon Hill Spokane, Inc. owns Spokane County Parcel Nos. 35022.0050 and 35022.0040;

D. WHEREAS, collectively the Owners own that certain real property which is located in the Beacon Hill area of Spokane, which property is further described in Exhibit “A,” attached hereto and incorporated by reference herein (hereafter the “Property”);

E. WHEREAS, pursuant to Findings, Conclusions, and Decision dated February 8, 2011, File No. Z1000033PPUD, the City of Spokane Hearing Examiner granted preliminary approval of a plat and planned unit development (PUD) in order to allow subdivision of the Property into 141 residential lots (the “Project” or “Preliminary Approval”). The Project is known as Beacon Hill;

F. WHEREAS, on or about November 26, 2018, pursuant to Resolution 2018-0097, the City Council approved a Development Agreement extending the expiration of the preliminary approval until September 13, 2023 (the “Development Agreement”);

G. WHEREAS, the Owners have requested an additional three-year extension of the Development Agreement in order to extend the time to file a final plat as set forth herein;

H. WHEREAS, the City is a Washington Municipal Corporation with land use planning and permitting authority over all land within its corporate limits and has the authority to enter into Development Agreements pursuant to RCW 36.70B.170(1);

I. WHEREAS, The City has promulgated regulations for Development Agreements in Section 17A.060 of the Spokane Municipal Code (SMC) and the Development Agreement was prepared in accordance with those provisions; and

I. Pursuant to RCW 36.70B.200, the City held a public hearing with respect to consideration and approval of this Extension of the Development Agreement.

NOW, THEREFORE - - it is hereby resolved by the Spokane City Council;

1. The foregoing recitals and the contents of the attached Second Amendment of Development Agreement are hereby adopted as the Council's findings in support of this Resolution.
2. The Second Amendment of Development Agreement, which provides for an additional 3-year extension of the preliminary approval, is hereby approved and the Mayor is hereby authorized to execute it on behalf of the City.

ADOPTED by the Spokane City Council this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

\_\_\_\_\_  
City Clerk

Approved as to form:

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

Exhibit 1

Development Agreement

## 4.2

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### 4.2 - 2 MFTE Conditional Agreements - Lyons Fourplexes and Cambridge Apartments

*Stripes, Teri*

Staff has determined that the MFTE - **Lyons Fourplexes** Conditional application meets the Project Eligibility defined in SMC 08.15.040 and is located in a previously adopted Residential Target Areas identified in SMC 08.15.030. Once the project is constructed, the applicant intends to finalize as a 8-year Market Rate Exemption. Additionally Staff has determined that the MFTE - **Cambridge Apartments** Conditional application meets the Project Eligibility defined in SMC 08.15.040 and is located in a previously adopted Residential Target Areas identified in SMC 08.15.030. Once the project is constructed, the applicant intends to finalize as a 8-year Market Rate Exemption.

| For Information

#### Attachments

[Briefing Paper - 1911 E Lyons Ave.docx](#)

[Conditional Agreement - 1911 E Lyons Ave.docx](#)

[MFTE Committee Briefing Cambridge.pdf](#)

[MFTE Conditional Contract Cambridge.pdf](#)



## PLANNING & ECONOMIC DEVELOPMENT

### MFTE Committee Briefing Paper

### Urban Experience

Submitting Department	Planning and Economic Development
Contact Name & Phone	Teri Stripes, 509-625-6597
Contact Email	tstripes@spokanecity.org
Council Sponsor(s)	<u>Jonathan Bingle, Michael Cathcart</u>
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested: _____
Agenda Item Name	<b>Multi-Family Tax Exemption (MFTE) Conditional Agreement</b>
Summary (Background)	<p>Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. SMC <b><u>08.15</u></b> Multiple-family Housing Property Tax Exemption outlines the City of Spokane MFTE Program and project eligibility.</p> <p>Staff has determined that the <b><u>MFTE - Lyons Fourplexes</u></b> Conditional application meets the Project Eligibility defined in SMC <b><u>08.15.040</u></b> and is located in a previously adopted Residential Target Areas identified in SMC <b><u>08.15.030</u></b>.</p> <p>Once the project is constructed, the applicant intends to finalize as a <b><u>8-year Market Rate Exemption</u></b>.</p> <p>This Conditional Agreement authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Conditional Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office post construction.</p>
Proposed Council Action & Date:	<p><b>Approve the MFTE Conditional Agreement for the <u>MFTE - Lyons Fourplexes</u> at the May 22, 2023 City Council Meeting.</b></p> <p><b>Project Details:</b> The applicant applied for a Conditional MFTE Agreement for <b><u>52 units</u></b>, at <b><u>1911 &amp; 2003 E LYONS AVE SPOKANE, WA</u></b></p> <ul style="list-style-type: none"><li>Property is zoned <b><u>RSF</u></b> and the proposed use is allowed.</li><li>Estimated Construction Costs: <b><u>8450000</u></b></li><li>Located in the <b><u>Shiloh Hills</u></b> neighborhood.</li></ul>
<b>Fiscal Impact:</b>	
Total Cost: <b><u>\$0</u></b>	
Approved in current year budget?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Funding Source	<input type="checkbox"/> One-time <input type="checkbox"/> Recurring
Specify funding source:	
Expense Occurrence	<input type="checkbox"/> One-time <input type="checkbox"/> Recurring
Other budget impacts: (revenue generating, match requirements, etc.)	

## Operation Impacts

What impacts would the proposal have on historically excluded communities?

### SMC 08.15 Multi- Family Housing Property Tax Exemption

A. The purposes of this chapter are to:

1. encourage more multi-family housing opportunities, including affordable housing opportunities, within the City;
2. stimulate the construction of new multifamily housing and the rehabilitation of existing vacant and underutilized buildings for multi-family housing;
3. increase the supply of mixed-income multifamily housing opportunities within the City;
4. accomplish the planning goals required under the Growth Management Act, chapter 36.70A RCW, as implemented from time to time by the City's current and future comprehensive plans;
5. promote community development, neighborhood revitalization, and availability of affordable housing;
6. preserve and protect buildings, objects, sites and neighborhoods with historic, cultural, architectural, engineering or geographic significance located within the City; and
7. encourage additional housing in areas that are consistent with planning for public transit systems.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

### RCW 84.14.100

**Report—Filing—Department of commerce audit or review—Guidance to cities and counties. (Expires January 1, 2058.)**

(1) Thirty days after the anniversary of the date of the certificate of tax exemption and each year for the tax exemption period, the owner of the rehabilitated or newly constructed property, or the qualified nonprofit or local government that will assure permanent affordable homeownership for at least 25 percent of the units for properties receiving an exemption under RCW 84.14.021, must file with a designated authorized representative of the city or county an annual report indicating the following:

- (a) A statement of occupancy and vacancy of the rehabilitated or newly constructed property during the twelve months ending with the anniversary date;
- (b) A certification by the owner that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in RCW 84.14.020 since the date of the certificate approved by the city or county;
- (c) A description of changes or improvements constructed after issuance of the certificate of tax exemption; and
- (d) Any additional information requested by the city or county in regards to the units receiving a tax exemption.

(2) **All cities or counties, which issue certificates of tax exemption for multiunit housing that conform to the requirements of this chapter, must report annually by April 1st of each year, beginning in 2007, to the department of commerce. A city or county must be in compliance with the reporting requirements of this section to offer certificates of tax exemption for multiunit housing authorized in this chapter. The report must include the following information:**

- (a) The number of tax exemption certificates granted;
- (b) The total number and type of units produced or to be produced;

- (c) The number, size, and type of units produced or to be produced meeting affordable housing requirements;
- (d) The actual development cost of each unit produced;
- (e) The total monthly rent or total sale amount of each unit produced;
- (f) The annual household income and household size for each of the affordable units receiving a tax exemption and a summary of these figures for the city or county; and
- (g) The value of the tax exemption for each project receiving a tax exemption and the total value of tax exemptions granted.

(3)(a) The department of commerce must adopt and implement a program to effectively audit or review that the owner or operator of each property for which a certificate of tax exemption has been issued, except for those properties receiving an exemption that are owned or operated by a nonprofit or for those properties receiving an exemption from a city or county that operates an independent audit or review program, is offering the number of units at rents as committed to in the approved application for an exemption and that the tenants are being properly screened to be qualified for an income-restricted unit. The audit or review program must be adopted in consultation with local governments and other stakeholders and may be based on auditing a percentage of income-restricted units or properties annually. A private owner or operator of a property for which a certificate of tax exemption has been issued under this chapter, must be audited at least once every five years.

(b) If the review or audit required under (a) of this subsection for a given property finds that the owner or operator is not offering the number of units at rents as committed to in the approved application or is not properly screening tenants for income-restricted units, the department of commerce must notify the city or county and the city or county must impose and collect a sliding scale penalty not to exceed an amount calculated by subtracting the amount of rents that would have been collected had the owner or operator complied with their commitment from the amount of rents collected by the owner or operator for the income-restricted units, with consideration of the severity of the noncompliance. If a subsequent review or audit required under (a) of this subsection for a given property finds continued substantial noncompliance with the program requirements, the exemption certificate must be canceled pursuant to **RCW 84.14.110**.

(c) The department of commerce may impose and collect a fee, not to exceed the costs of the audit or review, from the owner or operator of any property subject to an audit or review required under (a) of this subsection.

(4) The department of commerce must provide guidance to cities and counties, which issue certificates of tax exemption for multiunit housing that conform to the requirements of this chapter, on best practices in managing and reporting for the exemption programs authorized under this chapter, including guidance for cities and counties to collect and report demographic information for tenants of units receiving a tax exemption under this chapter.

(5) This section expires January 1, 2058.

**[2021 c 187 § 5; 2012 c 194 § 9; 2007 c 430 § 10; 1995 c 375 § 13.]**

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

## **Title 08** Taxation and Revenue

### **Chapter 08.15** Multiple-family Housing Property Tax Exemption

#### **Section 08.15.100** Annual Certification and Affordability Certification

Within thirty days of the anniversary of the date the final certificate of tax exemption was recorded at the County and each year thereafter, for the tax exemption period, the property owner shall file a certification with the director, verified upon oath or affirmation, which shall contain such information as the director may deem necessary or useful, and shall include the following information:

1. A statement of occupancy and vacancy of the multi-family units during the previous year.
2. A certification that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in **SMC 8.15.090** since the date of filing of the final certificate of tax exemption, and continues to be in compliance with the contract with the City and the requirements of this chapter; and
3. If the property owner rents the affordable multi-family housing units, the property owner shall file with the City a report indicating the household income of each initial tenant qualifying as low and moderate-income in order to comply with the twenty percent requirement of **SMC 8.15.090(A)(2)(b)** and RCW 84.14.020(1)(ii)(B).

a. The reports shall be on a form provided by the City and shall be signed by the tenants.

b. Information on the incomes of occupants of affordable units shall be included with the application for the final certificate of tax exemption, and shall continue to be included with the annual report for each property during the exemption period.

4. A description of any improvements or changes to the property made after the filing of the final certificate or last declaration, as applicable.

B. Failure to submit the annual declaration may result in cancellation of the tax exemption.

Date Passed: Monday, August 21, 2017  
Effective Date: Saturday, October 7, 2017  
ORD C35524 Section 8

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**Comprehensive Plan Land Use Policies:**

- LU 1.4 Higher Density Residential Uses
- LU 3.5 Mix of Uses in Centers
- LU 4.2 Land Uses That Support Travel Options and Active Transportation
- LU 4.6 Transit-Supported Development

**Comprehensive Plan Housing Policies:**

- H 1.9 Mixed-Income Housing
- H 1.4 Use of Existing Infrastructure
- H 1.10 Lower-Income Housing Development Incentives
- H 1.11 Access to Transportation
- H 1.18 Distribution of Housing Options

**Comprehensive Plan Economic Development Policies:**

- ED 2.4 Mixed-Use
- ED 7.4 Tax Incentives for Land Improvement



## PLANNING & ECONOMIC DEVELOPMENT MULTIPLE FAMILY HOUSING PROPERTY TAX EXEMPTION AGREEMENT

THIS CONDITIONAL AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and WASHINGTON ESTATE SERVICES, LLC, as "Owner/Taxpayer" whose business address is PO BOX 142112 SPOKANE VALLEY, WA 99214-2000.

### WITNESSETH:

WHEREAS, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various residential targeted areas for the provision of a limited property tax exemption for new and rehabilitated multiple family residential housing; and

WHEREAS, the City has, through Chapter 8.15 SMC, enacted a program whereby property owner/taxpayers may qualify for a Final Certificate of Tax Exemption which certifies to the Spokane County Assessor that the Owner/Taxpayer is eligible to receive the multiple family housing property tax exemption; and

WHEREAS, the Owner/Taxpayer is interested in receiving the multiple family property tax exemption for new multiple family residential housing units in a residential targeted area; and

WHEREAS, the Owner/Taxpayer has submitted to the City a complete conditional application form for no fewer than a total of four new multiple family permanent residential housing units to be constructed on property legally described as:

**MARTINDALE ADD LTS 15 THRU 21; EXC N 20FT THEREOF BLK 16 & E 1/2 OF VACATED NAPA ST LYG WLY OF & ADJ**

**&**

**MARTINDALE ADD EXC N20 FT L22TO25 B16**

Assessor's Parcel Number(s) **36283.0406, 36283.0408**

commonly known as

**1911 & 2003 E LYONS AVE SPOKANE, WA.**

WHEREAS, this property is located in the **Spokane Targeted Investment Area**. and is eligible to seek a Final Certificate of Tax Exemption post construction under the **8-year Market Rate Exemption**. as defined in SMC 08.15.090.

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; -- NOW, THEREFORE,

The City and the Owner/Taxpayer do mutually agree as follows:

1. The City agrees to issue the Owner/Taxpayer a Conditional Agreement subsequent to the City Council's approval of this agreement.
2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the rehabilitation improvements shall achieve compliance with the applicable building and construction codes.
3. If the property proposed to be rehabilitated is not vacant, the Owner/Taxpayer shall provide each existing tenant with housing of comparable size, quality and price and a reasonable opportunity to relocate. At the time of an application for a Conditional Agreement, the applicant provided a letter attesting and documenting how the existing tenant(s) were/will be provided comparable housing and opportunities to relocate.
  - (a). The existing residential tenant(s) are to be provided housing of a comparable size and quality at a rent level meeting the Washington State definition of affordable to their income level. Specifically, RCW 84.14.010 defines "affordable housing" as residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty (30) percent of the household's monthly income. The duration of this requirement will be the length of the tenant's current lease plus one year.
4. The Owner/Taxpayer intends to construct on the site, approximately **52** new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.
5. The Owner/Taxpayer agrees to complete construction of the agreed-upon improvements within three years from the date the City issues this Conditional Agreement or within any extension granted by the City.
6. The Owner/Taxpayer agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file an application for a Final Certificate of Tax Exemption with the City's Planning and Economic Development Department, which will require the following:
  - (a) a statement of the actual development cost of each multiple family housing unit, and the total expenditures made in the rehabilitation or construction of the entire property;
  - (b) a description of the completed work and a statement that the rehabilitation improvements or new construction of the Owner/Taxpayer's property qualifies the property for the exemption;
  - (c) a statement that the project meets the affordable housing requirements, if

applicable; and

(d) a statement that the work was completed within the required three-year period or any authorized extension of the issuance of the conditional certificate of tax exemption.

7. The City agrees, conditioned on the Owner/Taxpayer's successful completion of the improvements in accordance with the terms of this Conditional Agreement and on the Owner/Taxpayer's filing of application for the Final Certificate of Exemption with the materials described in Paragraph 6 above, to file a Final Certificate of Tax Exemption with the Spokane County Assessor indicating that the Owner/Taxpayer is qualified for the limited tax exemption under Chapter 84.14 RCW.

8. The Owner/Taxpayer agrees, that once a Final Certificate of Tax Exemption is issued, to comply with all Annual Reporting requirements set forth in SMC 8.15.100 and contained in the annual report form provided by the City. Thirteen (13) months following the first year of the exemption beginning and every year thereafter, the Owner/Taxpayer will complete and file the appropriate Annual Report required by the terms of their Final Certificate of Tax Exemption with the City's Planning and Economic Development Department. The Annual Report is a declaration verifying upon oath and indicating the following:

(a) a statement of occupancy, use of the property/unit, income and rents for qualifying 12-year and 20-year and vacancy of the multi-family units during the previous year;

(b) a certification that the property has not changed to a commercial use or been used as a transient (short-term rental) basis and, if applicable, that the property has been in compliance with the affordable housing income and rent requirements as described in SMC 8.15.090 since the date of the filing of the Final Certificate of Tax Exemption, and continues to be in compliance with this Agreement and the requirements of SMC Chapter 8.15;

(c) for affordable multi-family housing units, information providing the household income, rent and utility cost, of each qualifying as low and moderate-income, which shall be reported on a form provided by the City and signed by the tenants; and

(d) a description of any improvements or changes to the property made after the filing of the final certificate or last declaration.

9. The parties acknowledge that the units, including any owner-occupied units are to be used and occupied for multifamily permanent residential occupancy and use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner/Taxpayer acknowledges and agrees that the units shall be used primarily for multi-family housing for permanent residential occupancy as defined in SMC 8.15.020 and RCW 84.14.010 and any business activities shall only be incidental and ancillary to the residential occupancy. Any units that are converted from multi-family housing for permanent residential occupancy shall be reported to the City of Spokane's Planning and Economic Development Department and the Spokane County Assessor's Office and removed from eligibility for the tax exemption within 60 days. If the removal of the ineligible unit or units causes the number of units to drop below the number of units required for tax exemption eligibility, the remaining units shall be removed from eligibility pursuant to state law.

10. To qualify for the twelve-year tax exemption, the Owner/Taxpayer will be required to rent or sell at least **30%** of the multiple family housing units as affordable housing units to low and moderate-income households and will ensure that the units within the 12-yr program are dispersed throughout the building and distributed proportionally among the buildings; not be clustered in certain sections of the building or stacked; comparable to market-rate units in terms of unit size and leasing terms; and are comparable to market-rate units in terms of functionality and building amenities and access in addition to the other requirements set forth in the Agreement. The Owner/Taxpayer is further required to comply with the rental relocation assistance requirements set forth in RCW 84.14.020 (7) and (8) and in SMC 8.15.090 (D).

11. The Owner/Taxpayer will have the right to assign its rights under this Agreement. The Owner/Taxpayer agrees to notify the City promptly of any transfer of Owner/Taxpayer's ownership interest in the Site or in the improvements made to the Site under this Agreement.

12. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Owner/Taxpayer, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement or of SMC Chapter 8.15.

13. No modifications of this Conditional Agreement shall be made unless mutually agreed upon by the parties in writing.

14. The Owner/Taxpayer acknowledges its awareness of the potential tax liability involved if and when the property ceases to be eligible for the incentive provided pursuant to this agreement. Such liability may include additional real property tax, penalties and interest imposed pursuant to RCW 84.14.110. The Owner/Taxpayer further acknowledges its awareness and understanding of the process implemented by the Spokane County Assessor's Office for the appraisal and assessment of property taxes. The Owner/Taxpayer agrees that the City is not responsible for the property value assessment imposed by Spokane County at any time during the exemption period.

15. In the event that any term or clause of this Conditional Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement, which can be given effect without the conflicting term or clause, and to this end, the terms of this Conditional Agreement are declared to be severable.

16. The parties agree that this Conditional Agreement, requires the applicant to file an application for the Final Certificate of Tax Exemption post the construction of the multiple family residential housing units referenced above and that the Final Certificate of Tax Exemption shall be subject to the applicable provisions of Chapter 84.14 RCW and Chapter 8.15 SMC that exist at the time this agreement is signed by the parties. The parties may agree to amend this Conditional Agreement requirements as set forth when the applicant applies for the Final Certificate of Tax Exemption based upon applicable amendments and additions to Chapter 84.14 RCW or Chapter 8.15 SMC if the requirements change between the issuance of the Conditional Agreement and the Application for Final Tax Exemption has been submitted.

17. Nothing in this Agreement shall permit or be interpreted to permit either party to violate any provision of Chapter 84.14 RCW or Chapter 8.15 SMC

18 This Agreement is subject to approval by the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

CITY OF SPOKANE

WASHINGTON ESTATE SERVICES, LLC

By:

By:

\_\_\_\_\_

\_\_\_\_\_

Mayor, Nadine Woodward

Its:

\_\_\_\_\_

\_\_\_\_\_

Attest:

Approved as to form:

\_\_\_\_\_

\_\_\_\_\_

City Clerk

Assistant City Attorney





## PLANNING & ECONOMIC DEVELOPMENT

### MFTE Committee Briefing Paper

### Urban Experience

Submitting Department	Planning and Economic Development
Contact Name & Phone	Teri Stripes, 509-625-6597
Contact Email	tstripes@spokanecity.org
Council Sponsor(s)	<u>Lori Kinnear, Betsy Wilkerson</u>
Select Agenda Item Type	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested: _____
Agenda Item Name	<b>Multi-Family Tax Exemption (MFTE) Conditional Agreement</b>
Summary (Background)	<p>Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. SMC <b>08.15</b> Multiple-family Housing Property Tax Exemption outlines the City of Spokane MFTE Program and project eligibility.</p> <p>Staff has determined that the <b>MFTE - Cambridge Apartments</b> Conditional application meets the Project Eligibility defined in SMC <b>08.15.040</b> and is located in a previously adopted Residential Target Areas identified in SMC <b>08.15.030</b>.</p> <p>Once the project is constructed, the applicant intends to finalize as a <b>8-year Market Rate Exemption</b>.</p> <p>This Conditional Agreement authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Conditional Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office post construction.</p>
Proposed Council Action & Date:	<p><b>Approve the MFTE Conditional Agreement for the MFTE - Cambridge Apartments at May 22, 2023 City Council Meeting.</b></p> <p><b>Project Details:</b> The applicant applied for a Conditional MFTE Agreement for <b>30 units</b>, at <b>206 W 8TH AVE SPOKANE, WA</b></p> <ul style="list-style-type: none"><li>• Property is zoned <b>OR-150</b> and the proposed use is allowed.</li><li>• Estimated Construction Costs: <b>2500000</b></li><li>• Located in the <b>Cliff-Cannon</b> neighborhood.</li></ul>
<b>Fiscal Impact:</b>	
Total Cost: <b>\$0</b>	
Approved in current year budget?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Funding Source	<input type="checkbox"/> One-time <input type="checkbox"/> Recurring
Specify funding source:	
Expense Occurrence	<input type="checkbox"/> One-time <input type="checkbox"/> Recurring
Other budget impacts: (revenue generating, match requirements, etc.)	

## Operation Impacts

What impacts would the proposal have on historically excluded communities?

### SMC 08.15 Multi- Family Housing Property Tax Exemption

A. The purposes of this chapter are to:

1. encourage more multi-family housing opportunities, including affordable housing opportunities, within the City;
2. stimulate the construction of new multifamily housing and the rehabilitation of existing vacant and underutilized buildings for multi-family housing;
3. increase the supply of mixed-income multifamily housing opportunities within the City;
4. accomplish the planning goals required under the Growth Management Act, chapter 36.70A RCW, as implemented from time to time by the City's current and future comprehensive plans;
5. promote community development, neighborhood revitalization, and availability of affordable housing;
6. preserve and protect buildings, objects, sites and neighborhoods with historic, cultural, architectural, engineering or geographic significance located within the City; and
7. encourage additional housing in areas that are consistent with planning for public transit systems.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

### RCW 84.14.100

**Report—Filing—Department of commerce audit or review—Guidance to cities and counties. (Expires January 1, 2058.)**

(1) Thirty days after the anniversary of the date of the certificate of tax exemption and each year for the tax exemption period, the owner of the rehabilitated or newly constructed property, or the qualified nonprofit or local government that will assure permanent affordable homeownership for at least 25 percent of the units for properties receiving an exemption under RCW **84.14.021**, must file with a designated authorized representative of the city or county an annual report indicating the following:

- (a) A statement of occupancy and vacancy of the rehabilitated or newly constructed property during the twelve months ending with the anniversary date;
- (b) A certification by the owner that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in RCW **84.14.020** since the date of the certificate approved by the city or county;
- (c) A description of changes or improvements constructed after issuance of the certificate of tax exemption; and
- (d) Any additional information requested by the city or county in regards to the units receiving a tax exemption.

**(2) All cities or counties, which issue certificates of tax exemption for multiunit housing that conform to the requirements of this chapter, must report annually by April 1st of each year, beginning in 2007, to the department of commerce. A city or county must be in compliance with the reporting requirements of this section to offer certificates of tax exemption for multiunit housing authorized in this chapter. The report must include the following information:**

- (a) The number of tax exemption certificates granted;**
- (b) The total number and type of units produced or to be produced;**
- (c) The number, size, and type of units produced or to be produced meeting affordable housing requirements;**

**(d) The actual development cost of each unit produced;**

**(e) The total monthly rent or total sale amount of each unit produced;**

**(f) The annual household income and household size for each of the affordable units receiving a tax exemption and a summary of these figures for the city or county; and**

**(g) The value of the tax exemption for each project receiving a tax exemption and the total value of tax exemptions granted.**

(3)(a) The department of commerce must adopt and implement a program to effectively audit or review that the owner or operator of each property for which a certificate of tax exemption has been issued, except for those properties receiving an exemption that are owned or operated by a nonprofit or for those properties receiving an exemption from a city or county that operates an independent audit or review program, is offering the number of units at rents as committed to in the approved application for an exemption and that the tenants are being properly screened to be qualified for an income-restricted unit. The audit or review program must be adopted in consultation with local governments and other stakeholders and may be based on auditing a percentage of income-restricted units or properties annually. A private owner or operator of a property for which a certificate of tax exemption has been issued under this chapter, must be audited at least once every five years.

(b) If the review or audit required under (a) of this subsection for a given property finds that the owner or operator is not offering the number of units at rents as committed to in the approved application or is not properly screening tenants for income-restricted units, the department of commerce must notify the city or county and the city or county must impose and collect a sliding scale penalty not to exceed an amount calculated by subtracting the amount of rents that would have been collected had the owner or operator complied with their commitment from the amount of rents collected by the owner or operator for the income-restricted units, with consideration of the severity of the noncompliance. If a subsequent review or audit required under (a) of this subsection for a given property finds continued substantial noncompliance with the program requirements, the exemption certificate must be canceled pursuant to **RCW 84.14.110**.

(c) The department of commerce may impose and collect a fee, not to exceed the costs of the audit or review, from the owner or operator of any property subject to an audit or review required under (a) of this subsection.

(4) The department of commerce must provide guidance to cities and counties, which issue certificates of tax exemption for multiunit housing that conform to the requirements of this chapter, on best practices in managing and reporting for the exemption programs authorized under this chapter, including guidance for cities and counties to collect and report demographic information for tenants of units receiving a tax exemption under this chapter.

(5) This section expires January 1, 2058.

**[2021 c 187 § 5; 2012 c 194 § 9; 2007 c 430 § 10; 1995 c 375 § 13.]**

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

## **Title 08** Taxation and Revenue

### **Chapter 08.15** Multiple-family Housing Property Tax Exemption

#### **Section 08.15.100** Annual Certification and Affordability Certification

Within thirty days of the anniversary of the date the final certificate of tax exemption was recorded at the County and each year thereafter, for the tax exemption period, the property owner shall file a certification with the director, verified upon oath or affirmation, which shall contain such information as the director may deem necessary or useful, and shall include the following information:

1. A statement of occupancy and vacancy of the multi-family units during the previous year.
2. A certification that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in **SMC 8.15.090** since the date of filing of the final certificate of tax exemption, and continues to be in compliance with the contract with the City and the requirements of this chapter; and
3. If the property owner rents the affordable multi-family housing units, the property owner shall file with the City a report indicating the household income of each initial tenant qualifying as low and moderate-income in order to comply with the twenty percent requirement of **SMC 8.15.090(A)(2)(b)** and RCW 84.14.020(1)(ii)(B).

- a. The reports shall be on a form provided by the City and shall be signed by the tenants.
- b. Information on the incomes of occupants of affordable units shall be included with the application for the final certificate of tax exemption, and shall continue to be included with the annual report for each property during the exemption period.

4. A description of any improvements or changes to the property made after the filing of the final certificate or last declaration, as applicable.

B. Failure to submit the annual declaration may result in cancellation of the tax exemption.

Date Passed: Monday, August 21, 2017  
Effective Date: Saturday, October 7, 2017  
ORD C35524 Section 8

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**Comprehensive Plan Land Use Policies:**

- LU 1.4 Higher Density Residential Uses
- LU 3.5 Mix of Uses in Centers
- LU 4.2 Land Uses That Support Travel Options and Active Transportation
- LU 4.6 Transit-Supported Development

**Comprehensive Plan Housing Policies:**

- H 1.9 Mixed-Income Housing
- H 1.4 Use of Existing Infrastructure
- H 1.10 Lower-Income Housing Development Incentives
- H 1.11 Access to Transportation
- H 1.18 Distribution of Housing Options

**Comprehensive Plan Economic Development Policies:**

- ED 2.4 Mixed-Use
- ED 7.4 Tax Incentives for Land Improvement



## PLANNING & ECONOMIC DEVELOPMENT MULTIPLE FAMILY HOUSING PROPERTY TAX EXEMPTION AGREEMENT

THIS CONDITIONAL AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and Ryan Towner, as "Owner/Taxpayer" whose business address is 902 W GARLAND AVE SPOKANE, 99205.

### WITNESSETH:

WHEREAS, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various residential targeted areas for the provision of a limited property tax exemption for new and rehabilitated multiple family residential housing; and

WHEREAS, the City has, through Chapter 8.15 SMC, enacted a program whereby property owner/taxpayers may qualify for a Final Certificate of Tax Exemption which certifies to the Spokane County Assessor that the Owner/Taxpayer is eligible to receive the multiple family housing property tax exemption; and

WHEREAS, the Owner/Taxpayer is interested in receiving the multiple family property tax exemption for new multiple family residential housing units in a residential targeted area; and

WHEREAS, the Owner/Taxpayer has submitted to the City a complete conditional application form for no fewer than a total of four new multiple family permanent residential housing units to be constructed on property legally described as:

**19-25-43: A PARCEL OF LAND BEING A PORTION OF LOTS 7, 8, 9, AND 10, BLOCK 98, OF SECOND ADDITION TO RAILROAD ADDITION, LYING THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 19, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 7, BLOCK 98 OF SAID SECOND ADDITION TO RAILROAD ADDITION; THENCE ALONG THE NORTH RIGHT-OF-WAY OF 8TH AVENUE, NORTH 89°53'08" WEST A DISTANCE OF 199.91 FEET TO THE SOUTHEAST CORNER OF LOT 11, BLOCK 98 OF SAID SECOND ADDITION TO RAILROAD ADDITION; THENCE ALONG THE EAST LINE OF SAID LOT 11, BLOCK 98, NORTH 00°07'02" EAST A DISTANCE OF 111.00 FEET TO THE SOUTH LINE OF THE NORTH 38 FEET OF SAID LOT 10, BLOCK 98, BEING A 1/2 INCH REBAR WITH YELLOW PLASTIC CAP MARKED "LS 33141"; THENCE ALONG SAID SOUTH LINE OF THE NORTH 38 OF SAID LOT 10, BLOCK 98, SOUTH 89°53'08" EAST A DISTANCE OF 24.99 FEET TO THE EAST LINE OF THE WEST HALF OF SAID LOT 10, BLOCK 98, BEING A 1/2 INCH REBAR WITH YELLOW PLASTIC CAP MARKED "LS 33141"; THENCE CONTINUING ALONG THE EXTENSION OF SAID NORTH 38 FEET OF SAID LOT 10, BLOCK 98, SOUTH 89°53'08" EAST A DISTANCE OF 51.03 FEET TO THE EASTERLY FACE OF CURB; THENCE ALONG THE EASTERLY FACE OF CURB, NORTH 00°10'28" EAST, A DISTANCE 26.39 FEET TO INTERSECTION OF SAID EASTERLY FACE OF CURB AND THE EXTENSION OF THE NORTHERLY BACK OF CURB; THENCE ALONG THE NORTHERLY BACK OF CURB AND THE EXTENSION THEREOF, SOUTH 89°50'00" EAST A DISTANCE OF 123.86 FEET TO THE WEST RIGHT-OF-WAY OF MCCLELLAN STREET; THENCE ALONG THE WEST RIGHT-OF-WAY OF SAID MCCLELLAN STREET, SOUTH**

**00\*07'11" WEST, A DISTANCE OF 137.27 FEET TO THE POINT OF BEGINNING;**

Assessor's Parcel Number(s) **35194.2512**,

commonly known as  
**206 W 8TH AVE SPOKANE, WA.**

WHEREAS, this property is located in the **Spokane Targeted Investment Area**. and is eligible to seek a Final Certificate of Tax Exemption post construction under the **8-year Market Rate Exemption**. as defined in SMC 08.15.090.

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; -- NOW, THEREFORE,

The City and the Owner/Taxpayer do mutually agree as follows:

1. The City agrees to issue the Owner/Taxpayer a Conditional Agreement subsequent to the City Council's approval of this agreement.
2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the rehabilitation improvements shall achieve compliance with the applicable building and construction codes.
3. If the property proposed to be rehabilitated is not vacant, the Owner/Taxpayer shall provide each existing tenant with housing of comparable size, quality and price and a reasonable opportunity to relocate. At the time of an application for a Conditional Agreement, the applicant provided a letter attesting and documenting how the existing tenant(s) were/will be provided comparable housing and opportunities to relocate.
  - (a). The existing residential tenant(s) are to be provided housing of a comparable size and quality at a rent level meeting the Washington State definition of affordable to their income level. Specifically, RCW 84.14.010 defines "affordable housing" as residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty (30) percent of the household's monthly income. The duration of this requirement will be the length of the tenant's current lease plus one year.
4. The Owner/Taxpayer intends to construct on the site, approximately **30** new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.
5. The Owner/Taxpayer agrees to complete construction of the agreed-upon improvements within three years from the date the City issues this Conditional Agreement or within any extension granted by the City.

6. The Owner/Taxpayer agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file an application for a Final Certificate of Tax Exemption with the City's Planning and Economic Development Department, which will require the following:

(a) a statement of the actual development cost of each multiple family housing unit, and the total expenditures made in the rehabilitation or construction of the entire property;

(b) a description of the completed work and a statement that the rehabilitation improvements or new construction of the Owner/Taxpayer's property qualifies the property for the exemption;

(c) a statement that the project meets the affordable housing requirements, if applicable; and

(d) a statement that the work was completed within the required three-year period or any authorized extension of the issuance of the conditional certificate of tax exemption.

7. The City agrees, conditioned on the Owner/Taxpayer's successful completion of the improvements in accordance with the terms of this Conditional Agreement and on the Owner/Taxpayer's filing of application for the Final Certificate of Exemption with the materials described in Paragraph 6 above, to file a Final Certificate of Tax Exemption with the Spokane County Assessor indicating that the Owner/Taxpayer is qualified for the limited tax exemption under Chapter 84.14 RCW.

8. The Owner/Taxpayer agrees, that once a Final Certificate of Tax Exemption is issued, to comply with all Annual Reporting requirements set forth in SMC 8.15.100 and contained in the annual report form provided by the City. Thirteen (13) months following the first year of the exemption beginning and every year thereafter, the Owner/Taxpayer will complete and file the appropriate Annual Report required by the terms of their Final Certificate of Tax Exemption with the City's Planning and Economic Development Department. The Annual Report is a declaration verifying upon oath and indicating the following:

(a) a statement of occupancy, use of the property/unit, income and rents for qualifying 12-year and 20-year and vacancy of the multi-family units during the previous year;

(b) a certification that the property has not changed to a commercial use or been used as a transient (short-term rental) basis and, if applicable, that the property has been in compliance with the affordable housing income and rent requirements as described in SMC 8.15.090 since the date of the filing of the Final Certificate of Tax Exemption, and continues to be in compliance with this Agreement and the requirements of SMC Chapter 8.15;

(c) for affordable multi-family housing units, information providing the household income, rent and utility cost, of each qualifying as low and moderate-income, which shall be reported on a form provided by the City and signed by the tenants; and

(d) a description of any improvements or changes to the property made after the filing of the final certificate or last declaration.

9. The parties acknowledge that the units, including any owner-occupied units are to

be used and occupied for multifamily permanent residential occupancy and use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner/Taxpayer acknowledges and agrees that the units shall be used primarily for multi-family housing for permanent residential occupancy as defined in SMC 8.15.020 and RCW 84.14.010 and any business activities shall only be incidental and ancillary to the residential occupancy. Any units that are converted from multi-family housing for permanent residential occupancy shall be reported to the City of Spokane's Planning and Economic Development Department and the Spokane County Assessor's Office and removed from eligibility for the tax exemption within 60 days. If the removal of the ineligible unit or units causes the number of units to drop below the number of units required for tax exemption eligibility, the remaining units shall be removed from eligibility pursuant to state law.

10. To qualify for the twelve-year tax exemption, the Owner/Taxpayer will be required to rent or sell at least **30%** of the multiple family housing units as affordable housing units to low and moderate-income households and will ensure that the units within the 12-yr program are dispersed throughout the building and distributed proportionally among the buildings; not be clustered in certain sections of the building or stacked; comparable to market-rate units in terms of unit size and leasing terms; and are comparable to market-rate units in terms of functionality and building amenities and access in addition to the other requirements set forth in the Agreement. The Owner/Taxpayer is further required to comply with the rental relocation assistance requirements set forth in RCW 84.14.020 (7) and (8) and in SMC 8.15.090 (D).

11. The Owner/Taxpayer will have the right to assign its rights under this Agreement. The Owner/Taxpayer agrees to notify the City promptly of any transfer of Owner/Taxpayer's ownership interest in the Site or in the improvements made to the Site under this Agreement.

12. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Owner/Taxpayer, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement or of SMC Chapter 8.15.

13. No modifications of this Conditional Agreement shall be made unless mutually agreed upon by the parties in writing.

14. The Owner/Taxpayer acknowledges its awareness of the potential tax liability involved if and when the property ceases to be eligible for the incentive provided pursuant to this agreement. Such liability may include additional real property tax, penalties and interest imposed pursuant to RCW 84.14.110. The Owner/Taxpayer further acknowledges its awareness and understanding of the process implemented by the Spokane County Assessor's Office for the appraisal and assessment of property taxes. The Owner/Taxpayer agrees that the City is not responsible for the property value assessment imposed by Spokane County at any time during the exemption period.

15. In the event that any term or clause of this Conditional Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement, which can be given effect without the conflicting term or clause, and to this end, the terms of this Conditional Agreement are declared to be severable.

16. The parties agree that this Conditional Agreement, requires the applicant to file an application for the Final Certificate of Tax Exemption post the construction of the multiple family residential housing units referenced above and that the Final Certificate of Tax

Exemption shall be subject to the applicable provisions of Chapter 84.14 RCW and Chapter 8.15 SMC that exist at the time this agreement is signed by the parties. The parties may agree to amend this Conditional Agreement requirements as set forth when the applicant applies for the Final Certificate of Tax Exemption based upon applicable amendments and additions to Chapter 84.14 RCW or Chapter 8.15 SMC if the requirements change between the issuance of the Conditional Agreement and the Application for Final Tax Exemption has been submitted.

17. Nothing in this Agreement shall permit or be interpreted to permit either party to violate any provision of Chapter 84.14 RCW or Chapter 8.15 SMC

18 This Agreement is subject to approval by the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

CITY OF SPOKANE

Ryan Towner

By:

By:

\_\_\_\_\_

\_\_\_\_\_

Mayor, Nadine Woodward

Its:

\_\_\_\_\_

\_\_\_\_\_

Attest:

Approved as to form:

\_\_\_\_\_

\_\_\_\_\_

City Clerk

Assistant City Attorney

## 4.3

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### 4.3 - 5100 - Fleet Services Purchase of One (1) JD 625P Loader

*Prince, Thea,  
Giddings, Richard*

Council Sponsor: CM Stratton

The Water Department would like to purchase a John Deere 624P Wheel Loader from Pape Machinery Inc., Spokane WA using Sourcewell Contract #032119-JDC.

This piece of equipment will replace a unit that has reached the end of its economic life.

| For Information

#### **Attachments**

[Pape Machinery - John Deere 624P - Water.docx](#)

## Committee Agenda Sheet

### Urban Experience Committee

<b>Submitting Department</b>	Fleet Services
<b>Contact Name</b>	Rick Giddings
<b>Contact Email &amp; Phone</b>	<a href="mailto:rgiddings@spokanecity.org">rgiddings@spokanecity.org</a> 625-7706
<b>Council Sponsor(s)</b>	CM Stratton
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Fleet – Approval to purchase a John Deere 624P Wheel Loader
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Water Department would like to purchase a John Deere 624P Wheel Loader from Pape Machinery Inc., Spokane WA using Sourcewell Contract #032119-JDC.</p> <p>This piece of equipment will replace a unit that has reached the end of its economic life.</p>
<b>Proposed Council Action</b>	Approval
<b>Fiscal Impact</b> Total Cost: <span style="background-color: yellow;">313,843.98</span> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Water Department Budget  Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.) Net savings due to lower cost of substituted vehicles	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	
What impacts would the proposal have on historically excluded communities? None Identified	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? Data will not be collected.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? Fleet collects data to compare lifecycle costs and fuel efficiency.	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? Aligns with Capital Improvement Plan.	

## 4.4

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### 4.4 - Contract Amendment

***Smithson, Lynden,  
Schoedel, Elizabeth***

Amendment to add additional funds re City of Spokane v. Washington State Dept. of Ecology for our NPDES Appeal.

| For Information

#### **Attachments**

[Craig Trueblood Cnt Lit. Briefing Paper 4-25-23.docx](#)

[U2023-037 Craig Trueblood - OPR 2022-0644 Special Outside Counsel Amendment.docx](#)

## Committee Agenda Sheet

### Urban Experience Committee

<b>Submitting Department</b>	City Legal
<b>Contact Name &amp; Phone</b>	Lynden Smithson/Elizabeth Schoedel
<b>Contact Email</b>	<a href="mailto:eschoedel@spokanecity.org">eschoedel@spokanecity.org</a>
<b>Council Sponsor(s)</b>	CM Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion         Time Requested: _____
<b>Agenda Item Name</b>	Outside Counsel Contract Amendment
<b>Summary (Background)</b>	<p>The City entered into a contract with Craig Trueblood with the Law Firm of K &amp; L Gates, LLP., as outside legal counsel to represent and assist the City in the matter of City of Spokane v. Washington State Department of Ecology. An appeal of the City's NPDES Permit. The matter is currently set for trial before the PCHB in September and November 2023. Additional funds are need:</p> <p>We request an additional \$100,000 to the contract for a total of \$250,000.</p>
<b>Proposed Council Action &amp; Date:</b>	Approve/pass 05/15/23
<b>Fiscal Impact:</b> Total Cost: Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source:  Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b>	
What impacts would the proposal have on historically excluded communities? N/A	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A – This work is for outside legal counsel advice and representation. It will not impact racial, gender identity, national origin, income level, disability, sexual orientation, or other existing disparity factors.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? N/A	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? This Contract Amendment is consistent with the City's requirement for helping align City policies and providing the City with legal support, advice, consultation, and risk analysis and support on issues regarding both wastewater and stormwater issues.	



**City of Spokane**  
**SPECIAL COUNSEL**  
**CONTRACT AMENDMENT #2**

This Contract Amendment is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **CRAIG TRUEBLOOD OF THE LAW FIRM K & L GATES, LLP.**, whose address is 925 Fourth Avenue, Suite 2900, Seattle, Washington 98104-1158, as ("Firm"), Individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties entered into a Contract wherein the Firm agreed to provide legal services and advice to the City regarding the Appeal of the City's NPDES Permit, consistent with applicable laws and this Contract.*

*WHEREAS, additional funds are necessary, thus the original Contract needs to be formally Amended by this written document; and*

*-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The original Contract, dated September 12, 2022 with an effective date of August 1, 2022, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Amendment shall become effective March 1, 2023.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)** as full compensation for everything furnished and done under this Contract Amendment. The total amount under the original Contract, any subsequent amendments, and this Contract Amendment is **TWO HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$250,000.00)**.



## 4.5

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### 4.5 - 2023 Annual Action Plan component of the 2020-2024 Consolidated Plan for Community Development Program, HUD

***Culton, Richard***

The Department of Housing and Urban Development requires grantees (City of Spokane) to submit an Annual Action Plan every year to receive CDBG, HOME and ESG funds. The 2023 Annual Action Plan provides an overview of the activities that the City of Spokane will fund to achieve the goals and outcomes as outlined in the 2020-2024 Consolidated plan, and to meet the priority needs of the Spokane community. The Annual Action Plan includes sections that outline expected resources, and the funding priorities for the program year (7/1/23 – 6/30/24).

| For Information

#### **Attachments**

[Council Briefing Paper - 2023 Annual Action Plan.pdf](#)

## Committee Agenda Sheet

### Urban Experience Committee

<b>Submitting Department</b>	Community, Housing and Human Services
<b>Contact Name</b>	Richard Culton
<b>Contact Email &amp; Phone</b>	<a href="mailto:rculton@spokanecity.org">rculton@spokanecity.org</a> ; 625-6009
<b>Council Sponsor(s)</b>	Council Member Stratton
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	2023 Annual Action Plan component of the 2020-2024 Consolidated Plan for Community Development Program, HUD
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Department of Housing and Urban Development requires grantees (City of Spokane) to submit an Annual Action Plan every year to receive CDBG, HOME and ESG funds. The 2023 Annual Action Plan provides an overview of the activities that the City of Spokane will fund to achieve the goals and outcomes as outlined in the 2020-2024 Consolidated plan, and to meet the priority needs of the Spokane community. The Annual Action Plan includes sections that outline expected resources, and the funding priorities for the program year (7/1/23 – 6/30/24).</p> <p>For more information, please visit the CHHS webpage for a copy of the Draft 2023 Annual Action Plan and Public Hearing Presentation (<a href="https://my.spokanecity.org/chhs/documents/">https://my.spokanecity.org/chhs/documents/</a>).</p> <p>The City of Spokane identified three goals for funding priority in the 2020-2024 Consolidated Plan:</p> <ol style="list-style-type: none"> <li>1. <b>Housing Stability</b> – Expand the number of affordable housing options for low- and moderate-income individuals and households. The City of Spokane will fund proposals that address the needs of target populations including, but not limited to homeownership, rental housing, communal living, etc. Additionally, the City of Spokane will prioritize proposals that integrate service that help stabilize permanent housing for high barrier populations. The goal of housing stability is to prevent and divert individuals and families from entering the homeless response system.</li> <li>2. <b>Public Health and Safety</b> – Adaptive response to changing community needs related to sheltering homeless populations, natural disasters, and public health pandemics.</li> <li>3. <b>Community Based Social Services</b> – Community based services that address the following areas: Food Security, Workforce Development, Housing Stability, Childcare, Transportation, behavior, and victim services.</li> </ol> <p>These three goals best encompassed the priority needs of the City of Spokane identified through the consolidated planning process. During the 2023 program year, the City of Spokane will continue to focus on meeting the 2020-2024 Consolidated Plan goals.</p>

**Fiscal Impact**

Total Cost: [Click or tap here to enter text.](#)

Approved in current year budget? ☒ Yes ☐ No ☐ N/A

Funding Source ☐ One-time ☒ Recurring

Specify funding source: Yearly formula allocation to fund CDBG, HOME and ESG from HUD.

Expense Occurrence ☒ One-time ☐ Recurring

Other budget impacts: (revenue generating, match requirements, etc.)

The City of Spokane PY 2023 formula allocation for CDBG, ESG, and HOME are as follows:

CDBG: \$3,126,340

ESG: \$277,996

HOME: \$1,409,280

CHHS will fund projects that meet the regulations and requirements of CDBG, ESG and HOME respectively.

**Operations Impacts (If N/A, please give a brief description as to why)**

What impacts would the proposal have on historically excluded communities?

CDBG, ESG and HOME funded projects provide services to underserved communities through the creation and retention of affordable housing, housing services and a variety of human services for low- to moderate-income households.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

CHHS will collect and report basic demographic data on recipients of these funding sources as outlined in their contractual agreements.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

CHHS utilizes performance-based contracting to ensure the objectives of each proposal are being met in accordance with performance measures as outlined in each contractual agreement. Additionally, CDBG, ESG and HOME operate under HUD's oversight and performance metrics are reported yearly through the CAPER.

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## 5 - Executive Session

Executive Session may be held or reconvened during any committee meeting.

## 6 - Adjournment

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## 7 - Next Meeting

The next meeting of the Urban Experience Committee will be held at 1:15 p.m. on June 12, 2023.