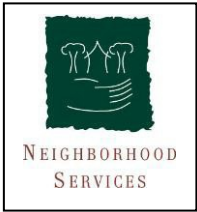


Spokane Neighborhoods Community Assembly

“Provide a vehicle to empower Neighborhood Councils’ participation in government”

Meeting Agenda for Thursday, June 7, 2018

5:30 to 7:30pm – West Central Community Center, 1603 N Belt



Proposed Agenda Subject to Change
Please bring the following items:
 *Community Assembly Minutes: May, 2018

AGENDA ITEM	Presenter	Time	Action	Page No.
Introductions	Facilitator	3 min-5:30		
Proposed Agenda (incl. Core Values, Purpose and Rules of Order)	Facilitator	2 min-5:33	Approve	1
Approve/Amend Minutes ▪ May 2018	Facilitator	5 min-5:35	Approve	4
OPEN FORUM				
Reports/Updates/Announcements	Please Sign Up to Speak!	10 min-5:40		
LEGISLATIVE AGENDA				
City Council ▪ General Updates	City Council Members	5 min-5:50	Oral Report and Discussion	
City Council Resolution regarding Directors’ and Officers’ Insurance	Breean Beggs	10 min-5:55	Discussion and vote	8
CA/CC Meeting Recap	Luke Tolley	5 min-6:05	Oral Report	
Infill Housing ▪ Dimensional Standards for Multifamily – to allow third floor inRMP New material since last meeting	Nate Gwinn, Planning	15 min-6:10	Oral & Written Report	9
ONS/Code Enforcement ▪ Update – staffing changes – committee assignments -Subarea planning – specific areas – one in each district	Heather Trautman	20 min-6:25	Oral & Written Report	
Admin ▪ Facilitators for the CA Meeting??	Tina Luerssen	10 min-6:45	Discussion – possible vote	
NUSA and CA Retreat	Tina Luerssen	10 min-6:55	Presentation/ Q&A/Vote	11
Budget Committee Summary	Andy Hoye	5 min-7:05	Oral and Written Report	
Roundtable		10 min-7:10		
OTHER WRITTEN REPORTS				
Committee minutes				13
Plan Commission				20
CDBG Allocation documents				22
Flyers				29

*** IF YOU CAN'T MAKE THE MEETING, PLEASE SEND YOUR ALTERNATE!!!! ***

Community Assembly Core Values and Purpose

CORE PURPOSE:

Provide a vehicle to empower neighborhood councils' participation in government.

BHAG:

Become an equal partner in local government.

(This will be further expounded upon in the Vivid Description. What does this mean to you?)

CORE VALUES:

Common Good: Working towards mutual solutions based on diverse and unique perspectives.

Alignment: Bringing together the independent neighborhood councils to act collectively.

Initiative: Being proactive in taking timely, practical action.

Balance of Power: Being a transparent, representative body giving power to citizens' voices.

VIVID DESCRIPTION:

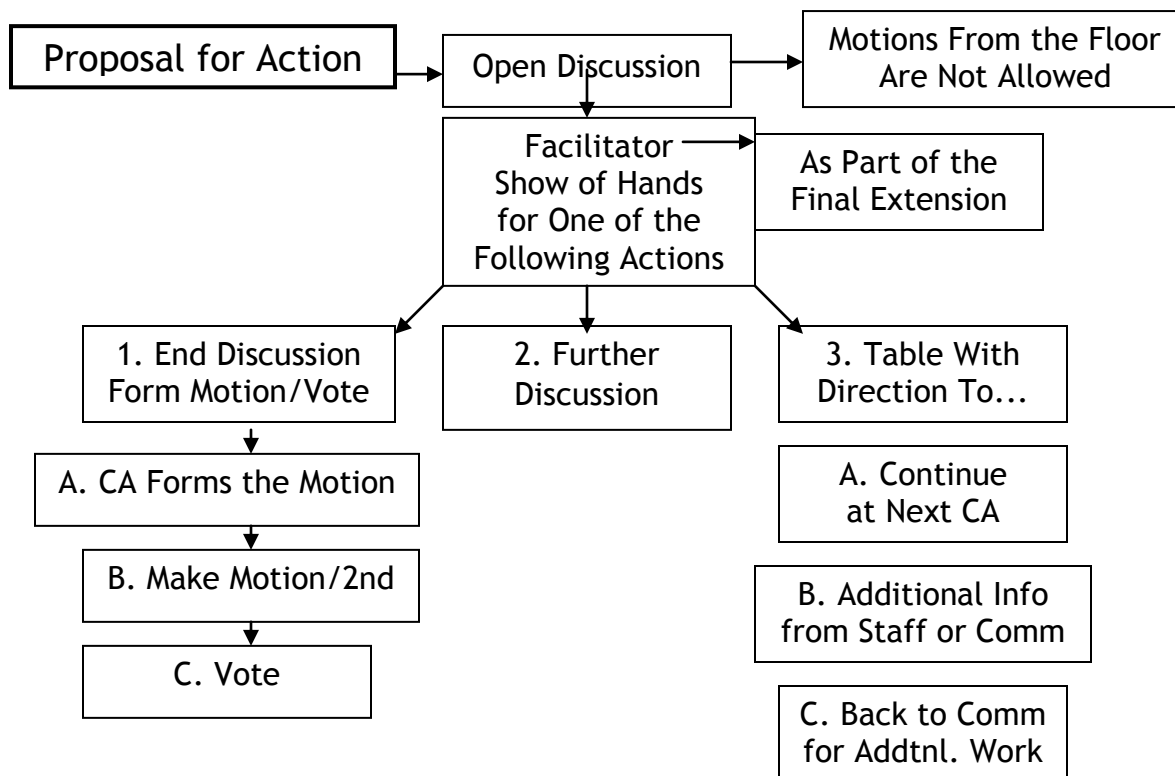
The Community Assembly fulfills its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to serving their neighborhood and their city as liaisons and leaders.

The Community Assembly initiates and is actively involved early and often in the conception, adoption and implementation of local policy changes and projects. The administration and elected officials bring ideas to the Community Assembly in the forming stages for vetting, input and participation. The Community Assembly is a valuable partner to these officials and neighborhoods in creating quality policy & legislation for the common good.

The Community Assembly stimulates participation in civic life among our residents. Citizens that run for political office will believe in the importance of partnering with the Community Assembly and neighborhood councils. Those candidates' active participation and history with neighborhoods contributes to their success, enhancing successful partnerships between the Community Assembly and local government.

a. CA Rules of Order:

- i. To speak at a meeting, a person must be recognized by the facilitator only one person can be recognized at a time. Each speaker has one minute. When all who wish to speak have been allowed their time, the rotation may begin again.
- ii. When a proposal for action is made, open discussion will occur before a motion is formed by the group
- iii. As part of the final time extension request, the Facilitator will request a show of hands by the representatives at the table to indicate which of the following actions the group wants to take.
 1. End discussion and move into forming the motion and voting.
 2. Further Discussion
 3. Table discussion with direction
 - a. Request time to continue discussion at next CA meeting.
 - b. Request additional information from staff or CA Committee
 - c. Send back to CA Committee for additional work



Community Assembly Meeting Minutes

May 3, 2018

1. Proposed Agenda

- a. Approved

2. Approve/Amend Minutes

- a. Approved

3. Reports/Updates/Announcements

- a. Mark Davis, North Indian Trail

- i. District 3 Spokane Matters: This group is looking for volunteers to assist them in finding broken or missing sidewalk for walking routes to public schools. Please reach out to Mark with Additional questions.

- b. Colleen Gardner, Chief Garry Park

- i. Kidicalmass: Join us on May 12, 2018 at 1:00 pm at the SW corner of Chief Garry Park for a great family event! There will be a bike raffle, free ice cream and pizza.
- ii. Community Conversations: May 7, 2018 at 3151 E 27th, from 6:30 to 8:00 pm, please bring a friend and join the conversation.

- c. Andy Hoye, Southgate

- i. Terry Vent from the Spokesman Review may be here this evening. He is reaching out to folks regarding the budget and CA grant program; feel free to reach out to the reporter if desired.

- d. Greg Francis, Rockwood

- i. Hearing on Spokane Falls building heights: The Planning Commission agreed unanimously to support the largest/tallest proposal. Verbal testimony has a large impact and this will go in-front of Council possibly in June. If you are concerned about this decision Greg recommends you come and voice your concerns at the next available public comment period.

- e. Tina Luerssen, Building Stronger Neighborhoods (BSN)

- i. BSN Update: The May meeting is currently scheduled to take place on Memorial Day. BSN will be moving the meeting to Monday June 4, 2018 the following week, same location and time (12:00 pm at Vessel Coffee Roasters).

4. City Council Updates

- a. Councilmember Kate Burke, District 1 Representative

- i. Councilmember Burke is currently working on housing and homelessness issues. Looking at new and unique approaches on this - please email Kate your ideas at kateburke@spokanecity.org.
- ii. The City was recently awarded grant dollars targeted at childhood hunger. This work will align with The Zone initiative. Please stay tuned on this for further updates.
- iii. Councilmember Burke will be hosting a Cyclist Town Hall, this event will have topics around what other uses can we do for our public roads. This information will be in

Kate's newsletter. To get on the distribution list for Kates newsletter please email: kbitz@spokanecity.org.

5. Liaison

- a. Paul Kropp, Liaison Committee
 - i. Plan Commission Liaison Position: The committee has selected Patricia Hansen with the Cliff Cannon neighborhood. The liaison committee has prepared a nomination for Patricia and she has been selected.

Motion: The Community Assembly accepts the Liaison Committee's selection of Patricia Hansen for nomination to the Plan Commission liaison position provided by the municipal code at SMC 04.12.040 and instructs the Administration Committee to forward her application material to the office of the Mayor and the office of the City Council.

Approve: Unanimous

- ii. CHHS Board Position: The City Code has been superseded. Where does the CA body want to go from here? Do they want to continue the tradition of having a CA rep and have code amended to have a permanent CA rep on the CHHS Board? If this is something the CA supports the Liaison committee would take the lead to on recruiting.

Discussion:

Can the CA vote on a motion until the ordinance is changed to reflect the position as a representative or a member? Borrow language from the Design Review Board (DRB) description for Kathy Lang?

Motion: Direct the Liaison Chair to seek the changes necessary to have the position be a voting member of the CHHS Board and have similar rights and privileges as the CA representative to the DRB. The position would be representative of the CA and is recommended by the CA. This position does not have to a member of the CA, but may be.

Approve: 20

Oppose: 0

Abstention: 2

6. Admin Update

- a. Tina Luerssen, Administrative Committee
 - i. The Administrative committee has voted to change the monthly meeting time. Admin meetings will now be at noon rather than 4:30 pm.
 - ii. CA/CC, May 31, 5:30pm at the Southside Community Center. Admin will be setting the agenda at the next Admin meeting. Please send agenda items to the Admin committee or ONS.

7. 2018 Annual Comprehensive Plan Amendments

a. Tirrell Black, Associate Planner, Neighborhood and Planning Services

i. To review the PowerPoint presentation visit this link:

<https://static.spokanecity.org/documents/neighborhoods/getinvolved/presentations/2018/05/ca-comp-plan-docket-may3-2018.pdf>

For questions please email, tblack@spokanecity.org.

8. Infill Housing, Parking area setbacks & Dimensional Standards for Multifamily

a. Nate Gwinn, Planning Services

i. To review the PowerPoint presentation visit this link:

<https://static.spokanecity.org/documents/neighborhoods/getinvolved/presentations/2018/05/infill-code-revisions-presentation.pdf>

For questions on this presentation please email ngwinn@spokanecity.org.

9. SRHD, Walking School Bus and how to get involved

a. Heleen Dewey, Spokane Regional Health District (SRHD)

i. Walking School Bus Program: this program has a huge impact on the Spokane community; it builds a sense of community with the children and has increased attendance for participating children. The program currently has funding through 2020, and adults walking in the morning with the students are volunteers. SRHD is working to get these volunteer positions to be paid. School locations are selected based off income and several other factors. This is a wonderful program that has had such a positive impact on the Spokane community. If you have questions please reach out to Heleen Dewey at hdewey@srhd.org.

1. For more information please visit the SRHD website:

<https://saferoutesspokane.org/>.

10. CA/CD Application Timeline Update

a. Kathryn Alexander, CA/CD Committee

i. All the information that was referred to for this update can be found in the May CA packet at this link:

<https://static.spokanecity.org/documents/neighborhoods/getinvolved/agendas/2018/05/community-assembly-agenda-packet-final-2018-05-03.pdf>

Neighborhoods that are involved in Spokane Matters projects can be carried forward and can be brought to George Dahl for consideration for CDBG dollars.

The district model for CA/CD is not happening this year but starting next year.

For the 2018 year the program is still under the existing model that was used last year but rather than having projects due in June 2018 projects will become open in October 2018 and submitted in June 2019. Therefore the CA/CD committee will not be meeting until September 2018. The CA is interested in having George come and speak with the group about this process and be there for additional questions.

11. ONS/Planning Updates (New Online Code Complaint Process, Planning Event May 21st)

- a. Heather Trautman, Director of Planning & Neighborhood Services
 - i. To review the PowerPoint presentation visit this link:
<https://static.spokanecity.org/documents/neighborhoods/getinvolved/presentations/2018/05/may-2018-ca-presentation.pdf>
For questions on the new online code complaint process please reach out to lgarcia@spokanecity.org.

12. District 1 NRO Workshop

- a. Colleen Gardner, Chief Garry Park
 - i. District 1 Leadership did a pilot project with the NRO's for their district. The workshop consisted of SPD officers and the Leadership for 5 neighborhoods. A summary of that workshop was included in the Packet along with the job description for the NRO, they were also provided with a map to show which NRO was assigned to each Neighborhood with contact info (also in the packet). Colleen will be working with Sgt. Carroll on putting together a City wide effort for this workshop probably will be held in the fall.

13. Roundtable

- a. Greg Francis, Rockwood
 - i. Greg would like to thank Kathy Lang for meeting with the Rockwood neighborhood on the development at Southeast Blvd and 29th.
 - ii. Permit notification process: can there be a similar process for crime notification? Is there a way for neighborhoods to receive notification on crimes after they are committed in the previous week?
- b. Tina Luerssen, Admin committee
 - i. The July CA meeting will be one week later due to the July 4th holiday. The July CA will be July 12th.
 - ii. Bart will not be able to facilitate for the June CA meeting, an alternative will need to be planned.

22 Representatives Present

In Attendance: Comstock, Logan, Hillyard, Five Mile Prairie, Chief Garry Park, North Indian Trail, Whitman, Audubon/Downriver, Grandview/Thorpe, Lincoln Heights, Bemiss, Southgate, Emerson/Garfield, Browne's Addition, Rockwood., Peaceful Valley, West Central, Manito Cannon Hill, North Hill, Nevada Heights, West Hills, Minnehaha, Chief Garry Park.

Not in Attendance: Balboa/SIT, Cliff/Cannon, East Central, Latah/Hangman Valley, Northwest, Riverside, Shiloh Hills.

RESOLUTION NO. _____

A resolution to increase engagement and capacity building funding options for Neighborhood Councils within the City of Spokane.

WHEREAS, the City of Spokane provides annual funding to Neighborhood Councils to support them in increasing organizational capacity and engagement; and

WHEREAS, each Neighborhood Council desires to use their funds in different manners depending on the character and activities of their organizations; and

WHEREAS, the current funding program usually requires the City to directly pay expenses for the Neighborhood Council, which in the past has limited the activities for which the councils can use funding due to internal city requirements; and

WHEREAS, some Neighborhood Councils have created more structured organizations, have their own bank accounts and have the capacity to pay their own capacity building and engagement expenses; and

WHEREAS, the City desires to provide the Neighborhood Councils with more flexibility to meet their unique needs for capacity building and engagement.

NOW, THEREFORE, BE IT RESOLVED that beginning on January 1, 2019, the City of Spokane's neighborhood council capacity and engagement grant program shall offer an option to any Neighborhood Council that is organized as a non-profit corporation and has a bank account to receive all or a portion of its share of the program as a direct grant on the condition that it provide documentation that it spent the money on liability insurance by way of direct payment or reimbursement for the purpose of increasing capacity and engagement, and documents the impact of that purchase in alignment with the grant program.

ADOPTED by the City Council this _____ of April, 2018.

City Clerk

Approved as to form:

Assistant City Attorney



Infill Code Revisions Summary

Infill Code Revisions

Infill Development:

Development of vacant lots and parcels within an already built up area.



Why is infill important?

Housing Affordability^{1,2}

55,000 HOUSEHOLDS
IN THE SPOKANE AREA
PAID MORE THAN
30%
OF THEIR INCOME
ON HOUSING IN 2015

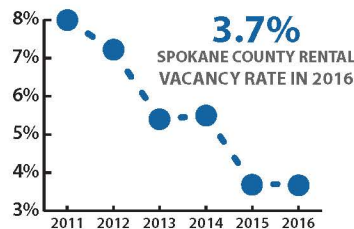


1 IN 3 HOUSEHOLDS
IN SPOKANE COUNTY
STRUGGLE FINANCIALLY

Housing Availability³

12 YEAR

RECORD LOW RENTAL
VACANCY RATES IN 2016



Housing Diversity⁴

4 OUT OF 5 HOUSING UNITS
PERMITTED BETWEEN 2006 AND 2015
WERE EITHER SINGLE FAMILY UNITS
OR LARGE APARTMENTS
LIMITING CHOICES



Scheduled Open Houses:

- 05.03.2018 | 4-6pm West Central Community Center
- 05.09.2018 | 12-2pm Chase Gallery, City Hall

Plan Commission: Public Hearing, June 2018.

Citations:

- 1: Spokane County United Way's Asset Limited Income Constrained Employed (ALICE) Study
- 2: Washington Commerce Department's Housing Needs Assessment
- 3: American Community Survey 1-year estimates, 2016
- 4: City of Spokane Building Permit Data

Four project topics

This project addresses the following concerns:

Lot Width



Allows for smaller required distances around homes and fewer driveways across sidewalks.

Wall Heights



New changes proposed for pitched roof exception above 35 feet. Please see next page.

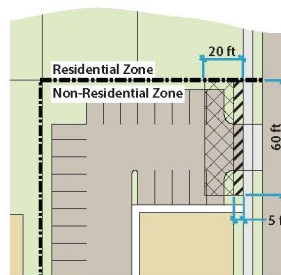
Allow greater building wall height to allow a full third story.

Attached Housing



Remove the requirement to double the distance between the building and the side lot line.

Parking Setbacks



Additional parking spaces near residential zoning, along the side lot line.

Contact: Nathan Gwinn
Planning & Development Services
P: 509.625.6893 | E: ngwinn@spokanecity.org



Proposed Updates to Wall Heights

Infill Code Revisions

Option 1: Increase Wall heights

An update to Spokane's rules relating to the maximum wall height requirement for Residential Multifamily (RMF) zoning district. The proposed update would remove the maximum primary building wall height.

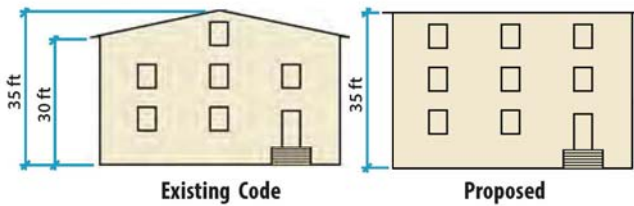
Note: Buildings are required within 60 ft of a single-family use to have a minimum of a 4:12 roof pitch. See pitched roof form graphic below.

Proposed Update to Primary Building Heights

Changes shown in **BLUE**

Primary Building Height

Zoning	RA,RSF, RSF-C, RTF	RMF	RHD
Maximum Roof Height	35 ft	35 ft	35 ft typ.
Maximum Wall Height	25 ft	30 ft	---

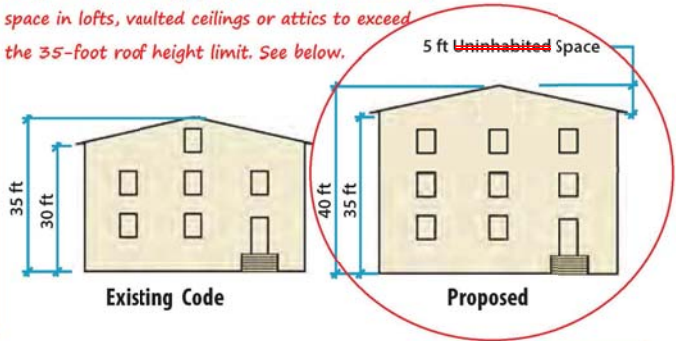


Option 2: Proposed Updates to Wall Heights

An update to Spokane's rules relating to the maximum wall height requirement for Residential Multifamily (RMF) and Residential High Density (RHD) zoning district. The proposed update would create a new exception allowing for an additional 5 ft in primary building roof height for uninhabited spaces.

This change would allow buildings in the RMF and RHD zones to more easily accommodate a third story and also provide a larger parapet to hide roof top equipment or a steeper roof pitch to match surrounding housing forms.

For pitched roofs only, proposal now includes living space in lofts, vaulted ceilings or attics to exceed the 35-foot roof height limit. See below.



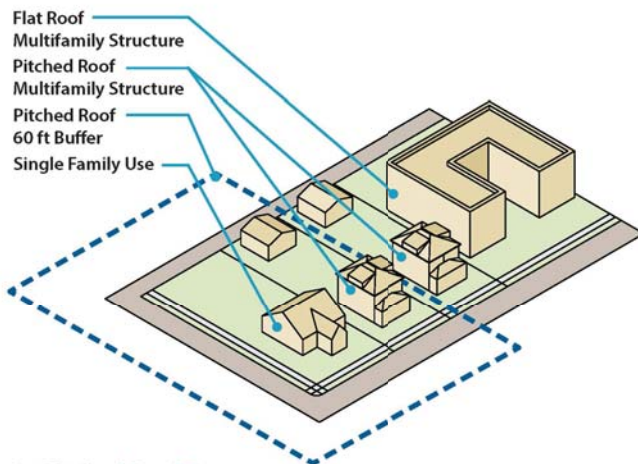
Note about new changes in June:

The initial proposal of a full third story for buildings with flat roofs is important to achieve the designated housing density of 15-30 dwellings per acre of land in areas zoned RMF. The proposal will be changed based on discussions with the Plan Commission:

· **Height exception - pitched roofs.** A limited exception is now proposed to allow buildings with pitched roof forms, having slopes between 4:12 and 12:12, to extend above the maximum height limit. Pitched roof design standards (SMC 17C.110.450) apply to multifamily buildings near single-family uses to maintain residential scale and character of neighborhoods in transition.

· **Vaulted ceilings and loft space.** This poster displayed a proposed uninhabited area of 5 feet above the height limit at the open houses on May 3 and 9, 2018. The proposal is now changed to allow the option of habitable space--such as vaulted ceilings or lofts--within the allowed space above 35 feet.

Full text will be available in the proposed draft posted on the project webpage at the link below.



▲ Pitched Roof Form

On lots neighboring single-family uses, design standards for multi-dwelling structures require pitched roof forms within the first 60 feet. In other locations, removing the wall height requirement makes it easier to build a full third story, which saves space for other purposes.



▲ Contemporary Apartments | Southgate

This structure could have had a steeper roof pitch under the proposed revisions.

Ranked Voting: Fall CA Retreat

Choose your First, Second, Third and Fourth Choice by checking the appropriate box after each date. If there is a date that you CAN NOT ATTEND, leave it blank and only mark those options that you are able to attend with First, Second and/or Third Choice.

Date/Time	First Choice	Second Choice	Third Choice	Fourth Choice
Saturday, September 15 th 9am-1pm				
Thursday, October 4 th (CA) 4-8pm				
Saturday, October 6 th 9am-1pm				
Monday, October 8 th (Indigenous People's Day) 9am-1pm				



Land Use Committee (LUC)
DRAFT Agenda for June 21, 2018

5:30—7:30 p.m. (**NOTE new ending time**)

West Central Community Center—Don Kelly Room

Facilitator: Interim Recording Secretary: Melissa Wittstruck, ONS

Executive Committee: Barbara Biles, Patrick Rooks, Sylvia St. Clair, Robynn Sleep

5:30

1. Introductions
2. Review/Approve Current Agenda
3. Review/Approve May 17, 2018 Minutes
5. LUC work projects review – Outreach/Education materials production

6:00

- A. Building Height amendment for DTC-100 zone (along Spokane Falls Blvd)
- B. Monitor Comp Plan Amendment process

6:45

7. Reports
- Greg—Plan Commission

7:15

8. Old Business
 - Complete LUC report to Community Assembly- *what does LUC need from CA?*
9. New Business

7:30

11. Adjourn

June 2018 Eligible Voting Neighborhoods: Sylvia St Clair WCNC, Terryl Black Comstock, Greg Francis Rockwood, Barb Biles Emerson Garfield, Robynn Sleep Cliff Cannon, Toni Sharkey Rockwood, Kelly Cruz WCNC, Patrick Rooks W Hills



Land Use Committee (LUC)
Draft Minutes
5:30 – 7:30 p.m.
West Central Community Center Don Kelly Room
May 17, 2018

Facilitator: Barb Biles

Recording Secretary: Drafted by Melissa Wittstruck ONS Liaison

Executive Committee: Barb Biles, Patrick Rooks, Sylvia St. Clair, Robynn Sleep
(absent)

PRESENT:

- Barbara Biles – Emerson Garfield eligible
- Terryl Black – Comstock eligible
- Sylvia St. Clair – West Central eligible
- Patrick Rooks – West Hills eligible
- Antonia Sharkey – Rockwood eligible
- Melissa Wittstruck – City ONS
- Guest: Tirrell Black, Planning Services

5:30 PM Business Meeting

1. Introductions
2. May Agenda Approved.
3. April 2018 Minutes approved.
4. Review LUC discussions, reporting, and commenting procedures
 - Melissa advised that City Legal had provided a legal opinion that the committee member emails containing work of the Land Use Committee are subject to public records requests. Legal is formulating a formal Legal Memo and will work with ONS on procedural requirements to properly maintain the public records. Formal recommendations of the Land Use committee will be discussed and voted on when meeting is in session and forwarded to CA for discussion and decision on sending forward to decision-making bodies. All members must be clear that a comment that does not follow this process does not constitute a comment from Land Use Committee, but would instead be a comment as an individual citizen.
5. LUC work projects review – Barb Biles reported that the LUC application for a Community Engagement \$550 grant for education and outreach projects was successful. LUC can go forward with creating these materials. The Mayor's video on the Infill project page was mentioned as one type of education and outreach.

6. Land Use Committee distribution list. Melissa was unsure what this item was about – add to June meeting.

6:00 pm Working Meeting

- **Infill Code Revisions presentation by Tirrell Black.** Tirrell provided descriptive handouts with illustrations of the primary proposed amendments (additional materials and project page link were emailed to members following the meeting my.spokanecity.org/projects/infill-housing-strategies-infill-development/)

Discussion areas of major focus:

- Increase of 5' in wall height and 5' additional height to permit peaked roof. There was generally more negative comment with this increase in wall height, which is desirable to the developer, and not many comments on the reduction in lot width. Tirrell pointed out that the additional height for peaked roof was an attempt to help the infill housing appearance transition in the neighborhoods. Tirrell also pointed out the increased opportunity for landscaping and street trees.
- Barb felt that the wall height increase really changes the look of the building.
- Terry Black asked about the shadowing effect of the taller building. She also asked how design is regulated.
- Toni Sharkey commented that if the height was kept to 2-story it would limit the number of infill units in neighborhoods and potentially direct growth in housing to the Downtown. Sharkey noted that design would be very important – not just boxes on concrete.
- Patrick Rooks commented that infill is a balancing act to provide housing choice, but not negatively impact neighborhoods. Rooks noted that the issue of design comes up all the time.
- Sylvia St Clair commented that housing choices need to be affordable to young and older buyers. Most new Spokane housing stock is not affordable. Small housing on small lots, like co-housing, helps achieve this. St. Clair questioned whether Design Review Board (DRB) could be involved? She noted that design integrity is key.
- Whether design of infill housing would fit into existing neighborhood architectural styles. One question around this was how planning counter staff determines neighborhood character in all the different neighborhoods. Biles brought up a new 4-plex at 1100 W Knox in CB-55 that had minimal design features and just looked like boxes which was a negative to her neighborhood Emerson-Garfield.

Plan Commission Update - Greg Francis Not available for May.

NEW BUSINESS

Proposed agenda items for June 21, 2018 meeting:

- A. Building Height amendment for DTC-100 zone (along Spokane Falls Blvd)
Melissa to try to get available Plan Commission materials out to Land Use two weeks before meeting. Possible link to April 25 Channel 5 video of Plan Commission hearing on the height limits.
- B. Monitor Comp Plan Amendment process
Melissa to check with Tirrell Black, planner, for updates prior to meeting.
- C. Land Use Distribution List – business meeting

GOOD OF ORDER

NEXT MEETING:

- June 21, 2018

Adjourned 7:40 PM



PEDESTRIAN, TRAFFIC AND TRANSPORTATION (PeTT) COMMITTEE

* A Committee of the Community Assembly of Spokane Neighborhood Councils *

MEETING NOTES

May 22, 2018

West Central Community Center – 1603 N. Belt Street

6:00 – 7:30 PM

CALL TO ORDER AND INTRODUCTIONS

9 neighborhood councils represented 1 city staff member
2 Spokane Regional Health District guests

PRESENTATION: Safe Routes to Schools – The Walking School Bus Program

- Heleen Dewey and Jenny Arnold – Spokane Regional Health District

A Walking School Bus is a group of students walking with trained and screened adult volunteers along a set route to school on a daily basis (see the accompanying brochure).

The Walking School Bus provides students with a safe and fun way to walk to school in the morning and offers the opportunity to strengthen community ties.

This coming year the Spokane Regional Health District in partnership with Spokane Public Schools is seeking to expand the Walking School Bus program to nine elementary schools over the next three years.

Successful programs rely on support from the community—perhaps beginning with neighborhood councilmembers who approach and engage their neighborhood school to encourage principals to offer this program to their students.

Beginning this fall, in addition to volunteer mentors (i.e., bus “conductors”), each Walking School Bus route will be led by one paid leader employed by Spokane Public Schools.

CONTINUING DISCUSSION: Traffic Calming Policy Revision

- The 2011 policy is out of date and superseded operationally by the ONS “toolbox” manual and its application forms. Now a PeTT subcommittee is considering a rewrite. The adoption of an update might require both a policy revision and an amendment to the municipal code. Reference items: SMC Chapter 17H.010 Traffic Calming
ADMIN 0550-11-02 Traffic Calming for Residential Streets.

NEXT MEETING -- June 26, 2018

- Traffic safety pilot program for selected parks (Council member Kinnear)
- Traffic calming policy revision concepts (City council traffic calming subcommittee)

2018 Committee Focus Areas

- Revision of the traffic calming policy
- Street standards revision process
- 20 MPH speed limits in certain areas
- All-city sidewalk repair and infill program

Community Assembly Committee: Building Stronger Neighborhoods
6/4/2018 12:00PM Vessel Coffee, 2823 N Monroe

Members present: Kelly Lotze (Chair: Browne's Addition), Tina Luerssen (Secretary: Grandview/Thorpe), Anne Luttrull (Emerson-Garfield), Seth Knutson (Cliff-Cannon), Chris Flanagan (Manito/Cannon Hill), Fran Papeleur (Audubon-Downriver), Abby Walthall (West Central COPS), Dave Lucas (Rockwood).
ONS staff: Katie Myers, Maren Murphy.

- Committee Housekeeping
 - April meeting minutes approved.
- Committee Business
 - NUSA Recap: Katie reported that NUSA was full of great information and workshops. Katie will be putting together a Neighborhoods Training, possibly on Grant Writing 101 or Becoming a 501(c)3 Non-Profit.
 - Fran attended “What to Do When the Media Comes to Your Neighborhood”, which was very helpful. This could be a great piece to add to our BSN Marketing Toolkit.
 - Tina discussed possible fall retreat topics, and the idea of an all-day summit in January or February with workshops, discussion roundtables and keynote speakers. Ideally, this event would be planned with volunteers leading workshops, so there would be little or no cost.
 - Tina, Gretchen, Karen and Fran will be planning the Fall CA Retreat. Dates will be presented at CA this week, and possible topics will be discussed along with a quick overview of what we learned at the Conference. Possibly we will push out a poll to the Neighborhoods with the Top 2 date choices voted by the CA.
 - Cleaning From the Corridor: Katie reported that the event was a success, even though the day was very rainy. Volunteers assisted many elderly and handicapped residents with trash removal and beautification. There were 4 new murals painted in the neighborhood, and many homeless camps cleaned up with the help of SPD. This event has started to develop a volunteer following, so we are seeing more repeat volunteers at each CFTC event.
 - Fall 2018 will focus on District 3, Spring 2019 will focus on District 1. Neighborhoods TBD.
 - Budget: We don't know what the CA Budget looks like at this point, there will be a report at CA this week showing what's been approved and where there might be money leftover for marketing or other expenses. Fran suggested that there is a big COPS event in Shadle for National Night Out Against Crime in August, which would be a worthy event to spend budget money for. Kathryn Alexander has also emailed Tina requesting help from BSN to advertise the 8 events happening in District 1 this summer, but if there is funding available we wouldn't know until after the summer.
- Education & Outreach

- Katie has been contacted by West Hills Neighborhood, asking for help to engage more people with the NC. The Toolkit can be really helpful for this, do we have a goal date to have this posted?
 - Tina met with Paul Bundy, the new West Hills CA Rep, after the May CA meeting. He has a Handbook and we had a long discussion about the Neighborhoods program, and all the resources available.
- 2018 Marketing Toolkit Plan: Where can we put this on the website? Large changes like this will have to go through Heather as well as City Web staff. Suggest having a Tab that goes to a Page with all of these topics linked as separate downloadable documents.
- Announcements & Upcoming Events:
 - Cleaning From the Corridor—April 28th, 2018 9am-noon.
 - NUSA Conference—May 22-27th, 2018 (Birmingham, AL).
- Topics for next meeting:
 - Marketing Toolkit assignments.
 - CA Retreat.
 - Budget update.
 - Summer BSN Meeting locations/social meet-up?
- Next meeting: Next regular meeting will be on Monday, June 25th 2018. 12pm at Vessel Coffee Roasters, 2823 N. Monroe. ***note*** Monroe will be under construction at this time, but we will continue to meet at Vessel to help support these businesses affected by the construction. Use alternate routes and plan for a few extra minutes to find parking or walk to Vessel.
 - Chris suggested meeting at The Park Bench at Manito Park for the July 23rd meeting.

Marketing Toolkit Table of Contents

1. Press Releases:
 - a. How-to Write a Press Release
 - b. List of print media contacts
 - c. List of radio media contacts
 - d. List of TV media contacts
 - e. How to Talk to The Media (Fran attended this workshop at NUSA)
2. Social Media:
 - a. Maintaining a Neighborhood Facebook Page (EJ Iannelli)
 - i. Using Facebook Advertising (Kelly Lotze)
 - b. Maintaining a Neighborhood NextDoor Presence
 - c. Maintaining a Neighborhood Twitter Account
 - d. Using MailChimp/How-to Write a Neighborhood e-Newsletter (Katie Myers)
3. Print Marketing:
 - a. How-to Create a Neighborhood Brochure/Door Hanger (Sandy Gill/EJ Iannelli)
 - b. Maximizing your Neighborhood Clean-Up Mailer (Katie Myers)
 - c. Welcome Bags for new Neighborhood residents (Dave Lucas/Chris Flagan)
4. Neighborhood Event How-Tos:
 - a. Hosting an Outdoor Movie Night (Tina Luerssen)
 - b. Hosting Concerts in the Park (Fran Papenleur)
 - c. Hosting a Neighborhood Yard Sale (Seth Knutson)
 - d. Hosting a Block Party (Seth Knutson)
 - e. National Night Out Against Crime events (Abby Walthall)
 - f. Neighborhood Walking Tours (Kelly Lotze)
5. Building Capacity:
 - a. Suggestions for connecting your Neighborhood Council with businesses/non-profits in your Neighborhood (Colleen Gardner, EJ Iannelli?)
 - b. Reaching out to new neighborhood residents/Realtors (Dave Lucas)
 - c. How to Create a Block Watch (COPS, Abby Walthall)

Plan Commission Liaison Report

June 7, 2018

Greg Francis – gfrancis1965@yahoo.com

The Plan Commission provides advice and makes recommendations on broad planning goals, policies, and other matters as requested by the City Council. It meets the second and fourth Wednesday of each month at 2pm in the Council Briefing Center in city hall with hearings typically starting at 4pm if there are any scheduled for that session. All Plan Commission meetings are open to the public. All agendas and materials are available at <https://my.spokanecity.org/bcc/commissions/plan-commission/>.

Hearings

Six Year Transportation Program Update – The six-year transportation program gets updated annually with new projects being added as priorities dictate and funding allows and removed as projects are completed. Priorities are based upon multiple criteria and are scored against the Comprehensive Plan. One of the criteria is coordinating with planned utility improvements under the streets so that we don't rebuild a street and then cut into it a short time later to do underground improvements. The Plan Commission unanimously recommended that the City Council approve this year's update. The draft program is titled "2019 – 2024 DRAFT Six Year Street Program" and is available for download at <https://my.spokanecity.org/projects/capital-programs/>.

Electric Fences in Light Industrial Zones – In 2015, the Plan Commission worked on an electric fence ordinance. The request was submitted on behalf of a property owner in a heavy industrial area with the goal of providing better security for the equipment they had stored outdoors. At the time, the Plan Commission recommended that electric fences be allowed in both light (LI) and heavy (HI) industrial zones but City Council ultimately only approved electric fences for heavy industrial zones because of the large amount of light industrial zone and its closer proximity to residential zones and several schools. There is now a request for electric fencing at a business in a light industrial zone, so the Plan Commission was directed to review the ordinance again. To make electric fences more palatable in light industrial zones, additional screening requirements were added to better hide the electric fence from the street. These requirements were in addition to the existing requirement for a fence separating public areas from the electric fence. The Plan Commission voted unanimously to recommend the changes be adopted by the City Council. More information is available at <https://my.spokanecity.org/projects/electric-fence-text-amendment-update/>.

Workshops

Infill Dimensional and Transitional Requirements – Phase two of the Infill Development project continues to move forward with a hearing on the latest round of changes planned for June 13th. There were two Plan Commission workshops in May with a focus on altering dimensional and transitional standards in higher density residential

zones (RTF, RMF, RHD) as well as changes to commercial zones where residential development may occur. The focus is on revising the standards to enable more easily achieving the higher density goals of these denser residential zones by reducing some setback requirements, increasing maximum wall height from 30' to 35' to make it easier to add a third floor to multi-family buildings, and reducing lot width for some zones from 36' to 25'. One potential change that's still being evaluated is potentially increasing the allowed roof height on multi-family units from 35' to a higher number to allow for pitched roofs if the wall height is increased to 35' to support three story dwellings. These are a lot of small changes that require some study to fully understand. Additional info is available on the project page at <https://my.spokanecity.org/projects/infill-housing-strategies-infill-development/>.

Downtown Plan Update – The city is in the formative stages of reviewing and updating the Downtown Plan. The Downtown Plan is similar to neighborhood plans with a major difference being that the Downtown Plan is more closely linked to the Comprehensive Plan and is binding whereas neighborhood plans are not. A working group is currently being formed and will be meeting over the next few months. The two biggest changes for the plan will be related to the Central City Line and reviewing North Bank development goals. The goal is to have the plan finalized and approved by early 2019.

Upcoming Hearings (Tentative)

6/13 – Infill Dimensional and Transitional Standards

6/27 – Transportation Impact Fee System Update

Other

Spokane Falls Blvd Building Heights (DTC-100 Zone) – At the 4/25 Plan Commission meeting, the Plan Commission unanimously recommended allowing unlimited tower heights along Spokane Falls Blvd with towers having minimum separation of 50' and a maximum floor plate size of 18,750 square feet, which were the dimensions recommended by the original working group in the summer of 2017. One step in process of making a recommendation to City Council is ratifying the recommendation, which is normally done at the Plan Commission meeting following the hearing. The Plan Commission has deferred ratifying their decision until some further information is brought forward. This additional information may result in not ratifying the results and doing additional workshops and public outreach before having another hearing at some point in the future. There is also the possibility that the Plan Commission could still ratify the results of the 4/25 hearing. The bottom line is that the recommendation made by the Plan Commission has not been finalized and is now being subjected to additional review. For those wishing to review the code, the project page is available at <https://my.spokanecity.org/projects/building-heights-on-spokane-falls-boulevard/>.

Allocations by District

Program Year 2019						Program Year 2020																	
Year 2019	Jul	Aug	Sep	Oct	Nov	Dec	Calendar Year 2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
2020 Projects						2021 Projects																	
1-Jul											1-Apr		30-Jun	1-Jul									
PY 2019 Projects						PY 2020 Projects						PY 2019 Projects											
												PY 2019 Projects											

NEIGHBORHOOD COMMUNITY DEVELOPMENT PROGRAM

Application Timeline Briefing

Community, Housing and Human Services Department

May 2018



SUBJECT: Timeline for neighborhood councils to allocate funds toward eligible community development activities.

BACKGROUND: Select neighborhood councils receive funding allocations from the Community, Housing and Human Services Department to support community development activities that directly benefit low and moderate income individuals throughout Spokane. Total allocation amounts by neighborhood council are provided later in this briefing paper.

Neighborhood councils have three (3) methods for making their allocations. The first method is by selecting a prepopulated project from a menu application that has been deemed eligible by the program manager. The second method is by submitting a new project application where the project sponsor is either a nonprofit organization that provides direct service to low and moderate income individuals, or an implementing City of Spokane department such as Parks, or Integrated Capital. The third option is to select site specific sidewalk locations within a defined eligible geographic area for replacement, or installation.

The last time neighborhood councils submitted community development applications to the Community, Housing and Human Services Department was in June of 2017. Neighborhood councils that submitted applications at that time were submitting applications for program year 2018.

A program year is set 12 month duration determined by the funding agency. This program is funded with federal funds that are passed through the Department of Housing and Urban Development (HUD) to the City of Spokane to primarily benefit low and moderate income individuals. For the purpose of this program, a program year begins on July 1st and ends on June 30th. The 2018 program year begins July 1, 2018 and ends on June 30, 2019.

The next round of applications that will be submitted by neighborhood councils will be for program year 2019. The program year 2019 will begin on July 1, 2019 and end on June 30, 2020.

TIMELINE: The table below illustrates the neighborhood community development application timeline for program year 2019.

Neighborhood Council Action	Important Dates	Notes
None	August 2018	CHHS will issue a request for proposals to local service providers to submit applications for consideration on the neighborhood menu application.
Program year 2019 Neighborhood Application Process Begins	Monday, October 1, 2018	CHHS will provide application process training to Neighborhood Councils. Training dates and times to be determined.
Program year 2019 Neighborhood Application Process Ends	Monday, April 1, 2019	Neighborhood Councils will have 6 months to discuss and select projects for funding.
Program year 2019 Begins	Monday, July 1, 2019	Earliest opportunity to start CDBG funded projects (dependent on HUD authorization and funding availability)
Program year 2019 Ends	Tuesday, June 30, 2020	Neighborhood projects may continue beyond end of program year.

IMPACT: Revising the application timeline to make neighborhood applications due on April 1, 2019 will allow project applications to better align with the program year for which application was made. The current process requires neighborhood councils to submit their applications 18-24 months prior to the program year start and funds being available. This has caused confusion as to when the neighborhood council can expect to see their project complete. It has also lead to significant variations in project costs as costs increase significantly between the original estimate and actual bidding. Neighborhood councils will be in a better position to explain project timelines to members and avoid the frustration of reporting their application will not lead to an actual project for another 18-24 months.

ACTION NEEDED: Discuss this revision with your neighborhood council. Refer folks that have questions to George Dahl (gdahl@spokanecity.org) with the Community, Housing and Human Services Department. Attend as often as possible the monthly CA/CD Committee meetings that take place the 1st Tuesday of each month from 5:30 to 7:00 at the West Central Community Center.

BUDGET: The following table shows which neighborhood councils receive a community development allocation and their total amount. Minimum allocations by neighborhood council are set at \$10,000.00 and maximum allocations are capped at \$40,000.00.

Neighborhood Council	Estimated Allocation
Audubon/Downriver	\$ 10,000.00
Balboa/South Indian Trail	\$ -
Bemiss	\$ 25,000.00
Browne's Addition	\$ 10,000.00
Chief Garry Park	\$ 30,000.00
Cliff-Cannon	\$ 20,000.00
Comstock	\$ -
East Central	\$ 40,000.00
Emerson\Garfield	\$ 30,000.00
Five Mile Prairie	\$ -
Grandview/Thorpe	\$ -
Hillyard	\$ 30,000.00
Latah/Hangman	\$ -
Lincoln Heights	\$ 15,000.00
Logan	\$ 20,000.00
Manito/Cannon Hill	\$ -
Minnehaha	\$ 10,000.00
Nevada Heights	\$ 40,000.00
North Hill	\$ 15,000.00
North Indian Trail	\$ -
Northwest	\$ 10,000.00
Peaceful Valley	\$ 10,000.00
Riverside	\$ 10,000.00
Rockwood	\$ -
Shiloh Hills	\$ 30,000.00
Southgate	\$ -
West Central	\$ 35,000.00
West Hills	\$ -
Whitman	\$ 10,000.00

All totals are estimates and subject to change depending on final CDBG allocation as determined by HUD. Actual funding allocations will not be determined by HUD until mid to late 2019.

- June 3rd, June 23rd, July 7th, July 22nd, August 12th, August 25th, Sept 16th and Sept 23rd
 - Corbin Park, 2914 N Oval, 10:30 – 11:30
 - Cannon Park ,1511 N Elm, 12:30 – 1:30 pm
 - Audubon Park, 3501 N Milton, 2:30 – 3:30 pm
- June 3rd, June 17th, July 7th, July 21st, August 12th, August 25th, Sept 9th, Sept 22nd
 - Olmstead Park, 1335 W Summit Parkway, 10:30-11:30 am
 - Coeur d’Alene Park, 2195 W 2nd, 12:30- 1:30 pm
 - High Bridge Park, Riverside and ‘A’ Street, 2:30-3:30 pm
- June 3rd, June 23rd, July 7th, August 11th, August 19th, August 26th, Sept 8th,
 - Chief Garry Park, Mission and Regal, 10:30 – 11:30 am
 - Underhill Park, 2910 E Hartson, 12:30 – 1:30 pm
 - Liberty Park, 502 S Pittsburg, 2:30 – 3:30 pm
- June 16th, July 21st, August 12th, August 18th, Sept 2nd, Sept 29th
 - Harmon Park, 6018 N Regal, 10:30 – 11:30 am
 - Jim Hill Park, 2579 E Nebraska, 12:30 – 1:30 pm
 - Hays Park, 1812 E Providence, 2:30 – 3:30 pm
- Manito Park, 1702 S Grand, 10:30 – 2:30pm
 - August 11th, August 19th, August 26th
- Manito Park, 1702 S Grand, 2:00pm – 6:00 pm
 - June 24th, July 22nd, Sept 16th, Sept 29th



AUDUBON
DOWNRIVER
NEIGHBORHOOD COUNCIL



Northwest
Neighborhood Council

2018

CONCERTS UNDER THE PINES

The Audubon-Downriver and Northwest Neighborhood Councils are proud to present the 20th Annual Summer Concert series. These three family-friendly, FREE concerts are Thursday evenings from 6:30pm – 8:30pm!

July 12th — Shadle Park

Lilac City Community Band

July 19th — Audubon Park

Nicole Lewis

July 26th — Shadle Park

Ken Davis Band

Sponsored by local businesses and from your donations.
Bring a picnic basket and enjoy music in our beautiful parks.
Questions? Call 326-4200 or 822-1316. Thank you!



Benefits Everyone!

CHILDREN:

- It's FUN!
- Enhances personal safety
- Increases physical activity and health
- Improves school performance
- Builds traffic safety skills
- Fosters enjoyment of the outdoors
- Strengthens relationships with friends

PARENTS & CARETAKERS:

- Quality time with child if walking with them
- Peace of mind knowing child is safer
- Reduced drive time
- Saves money by not driving daily
- Better classroom behavior
- Child arrives to school energized and ready to learn

COMMUNITY:

- Improves air quality
- Reduced traffic noise and congestion
- More people walking and biking creates community

Walking School Bus

WELCOME TO THE

For more information
about the Walking School
Bus program, call

509.324.1452

or email

info@saferroutesspokane.org

Brought to you by:



It's safe. It's fun.
It's easy!



Endorsed by:
StickmanKnows.org

A program of:



What is a Walking School Bus?



A Walking School Bus is a group of students walking safely with trained and screened adult volunteers along a set route to school on a daily basis.

If a child lives a short distance from a Walking School Bus route, he or she can walk to join the route at dedicated stops near their homes. Children living further from the school can join the Walking School Bus by being taken to a “Stop and Walk” location at the beginning of the route where volunteers will be present.



Who can join the Walking School Bus?

ALL CHILDREN ARE WELCOME!

Just sign up at your child's school when they offer registration for the Walking School Bus program. Parents and caretakers of children enrolled in the WSB are welcome to walk with the bus whenever they are available.

VOLUNTEERS

The Walking School Bus will be accompanied by at least two trained, adult volunteers at all times.

These volunteers can be parents, grandparents or community members who have passed a background check and are official school district volunteers.

To learn more, call
509.324.1452

Roles and Responsibilities

PARENTS & CARETAKERS:

- Assist children in dressing for the weather
- Ensure children are ready to go at pick up time
- Reinforce the Walking School Bus rules
- Notify the Safe Routes to School liaison of absences

STUDENTS:

- Follow the rules at all times
- Respect other participants and volunteers
- Obey traffic laws
- Respect property
- Have FUN!

VOLUNTEERS:

- Meet all eligibility and training requirements
- Regularly accompany children to school
- Encourage students to obey traffic laws and school rules
- Report to the Safe Routes to School liaison

