

Spokane Neighborhoods Community Assembly

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

Meeting Agenda for Thursday, August 2, 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: July 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 ▪ July 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 ▪ Update	City Council Members	10 min-5:50	Oral Report	
Admin ▪ CACC at WCCC on August 30, 5:30pm ▪ Liaisons reporting ▪ Awards Committee Budget	Tina Luerksen	15 min-6:00	Report, Discussion and Vote	7
Retreat Committee ▪ Update	Tina Luerksen	5 min-6:15	Oral Report & Discussion	
Land Use Committee ▪ Outreach Materials and Logo Use	Greg Francis	10 min-6:20	Oral and Written Report and Vote	9
Planning Commission Liaison ▪ PC Mission – CA Liaison intent	Patricia Hansen	20 min-6:30	Oral Report	
ONS ▪ Parking Study Update ▪ Record Storage	Heather Trautman	15 min-6:50	Presentation and Oral Report	15
Spokane Matters ▪ Version 2.0 Projects	Abbey Martin	20 min-7:05	Presentation/ Q&A	
Roundtable		10 min-7:25	Oral Report	
OTHER WRITTEN REPORTS				
PeTT minutes				63
BSN minutes				65
Community Conversation flyer				69

*** 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:

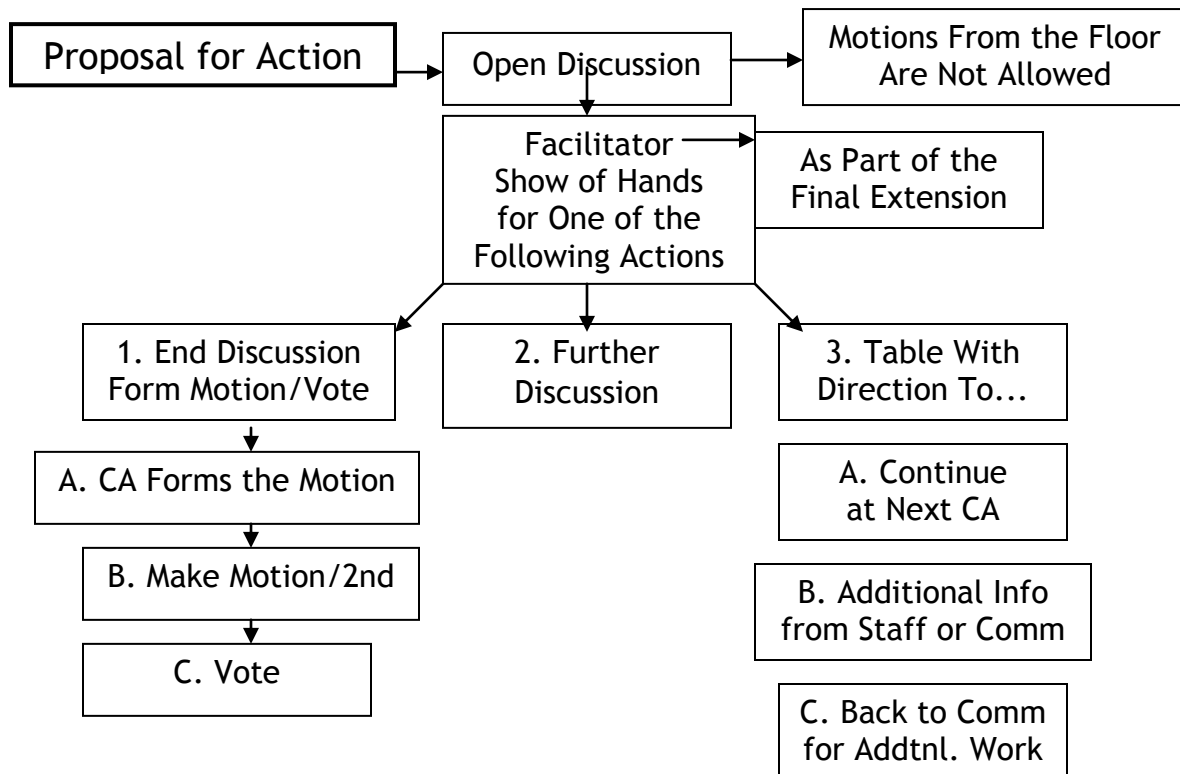
The Community Assembly fulfills its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to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

July 12, 2018

1. Proposed Agenda

- a. Approved

2. Approve/Amend Minutes

- a. Approved

3. Reports/Updates/Announcements

- a. Colleen Gardner, Chief Garry Park
 - i. Neighborhood Day is July 18th from 2-6pm at Chief Garry Park!
- b. Paul Kropp, PeTT Committee
 - i. There will be no July meeting of the PeTT committee and the June meeting notes will be included in the August CA packet; August's PeTT committee meeting on the 28th will review the administration's comments on our subcommittee's amendment proposal for the 2011 Traffic Calming Policy, and will also continue the conversation about a traffic enforcement trial for speed limits around selected parks proposed by members of the city council;
 - ii. Reporting as chair of the Liaison Committee, the draft revision for the municipal code to provide a Community Assembly position on the CHHS board is moving forward and we should begin thinking about recruitment for that position; Patricia Hansen's nomination was (today) accepted by the Mayor as the CA Liaison to the Plan Commission and will be before the City Council for appointment soon.
- c. Tina Luerssen, Grandview/Thorpe
 - i. The Building Stronger Neighborhoods committee will meet at a different location this month! Park Bench Café at Manito (1928 S. Tekoa) at regularly scheduled time, noon, on August 27.
- d. Greg Francis, Rockwood
 - i. Plan Commission met last night and had a hearing on Infill. The last two weeks brought forth really good public comment and that commentary and changes were so dramatic that Plan Commission voted to continue the hearing period out to November 14th and will have at least one workshop between now and then.
- e. Fran Papenleur, Audubon-Downriver
 - i. Update from CHHS Board, there are two at-large vacancies (in addition to the CA liaison opening the end of October). Applications and more information here:
<https://my.spokanecity.org/bcc/boards/community-housing-and-human-services-board/>

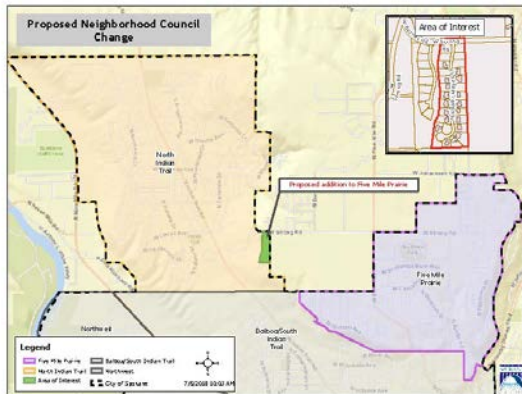
4. City Council

- a. Council Member Kate Burke, District 1
 - i. Shout out to Bemiss for their feature in the Spokesman Review! Additional shout out to Shiloh Hills for their get together this Sunday and their work in getting their neighborhood council restarted!
 - ii. Recently had the opportunity to participate in a training in Kansas City on ending childhood hunger; Applied for a grant and convened a huge stakeholder group; the grant funding would go to hiring full-time person and starting coordination between multiple groups tackling this issue; will also do research (pulled from current AmeriCorps work at the Zone); trying to streamline with Spokane Public Schools so that it's easier for families to access resources.
 - iii. Bike Town Hall was last night; about 70 people; lots of different cycling initiatives featured
 - iv. Working on homelessness issues and touring some resources and ongoing work in the community; VOA shelter; working on mitigating HOC conflicts to lower consolidation and density of persons in crisis in specific areas; Looking to have a Homeless Town Hall and hear from homeless people themselves about their thoughts for the best use of funding.
 - v. Participated in the Association of Washington Cities conference in Yakima- toured and learned about homelessness issues there- their first thing failed, they tried again and it worked, and this lesson is something for us to keep in mind.

- vi. August 6 is day of remembrance for Hiroshima;

5. Neighborhood Council Boundary Change

- a. Heather Trautman, Neighborhood and Planning Services
 - i. North Indian Trail and Five Mile Prairie – See map- This came in as a mutual request and our office is bringing the request before this body for this body's recommendation regarding the neighborhood council boundary change request.
 - ii. Motion of Support for redrawing boundary to include Upper Mayes Road within Five Mile Prairie instead of North Indian Trail: 21 in Favor; 0 Opposed; 1 abstention.
 - iii.



6. Budget Committee- Breakdown of Planned Uses

- a. Andy Hoyer, Chair
 - i. <https://static.spokanecity.org/documents/neighborhoods/getinvolved/presentations/2018/07/community-engagement-grant-2018-july-ca-presentation.pdf>

7. Admin. Committee

- a. Tina Luerssen, Chair
 - i. Land Use Committee has struggled with declining participation- this is a call to participate! Tell your neighborhoods! They meet the 3rd Thursday of every month at 5:30 at West Central Community Center– participants don't need to be a CA representative but should be member of the neighborhood council.
 - ii. Admin. was challenged with a short agenda so had a discussion on getting a head start on convening the Policies and Procedures committee; a list of specific areas needing addressing has already been started. Committee volunteers: Melodie Kaltenbaugh (Five Mile Prairie), Kathryn Alexander (Bemiss), and Mary Winkes (Manito/Cannon Hill) volunteered. Unanimous approval; Kathryn will Chair.

8. Neighborhood and Planning Services

- a. Heather Trautman, Director
 - i. Neighborhood and Planning Services have been integrating the past several months and continuing to realize that we're able to deliver a better service through this integration. This evening we have Liaison assignments to cover, in draft form:

<https://static.spokanecity.org/documents/neighborhoods/getinvolved/presentations/2018/07/july-2018-ca-presentation.pdf>

9. CA Core Values and Mission Statement Discussion

- a. Luke Tolley, Hillyard

- i. <https://static.spokanecity.org/documents/neighborhoods/getinvolved/presentations/2018/07/ca-meeting-core-values-revisit-july-2018.pdf>
- ii. Discussion regarding getting information from CA to neighborhoods and relaying this information in a timely manner. All Neighborhood Council Chairs and CA Representatives receive information from ONS regularly.

10. Roundtable

- a. Colleen Gardner, Chief Garry Park
 - i. NRO form was created by Sgt. Vic Carroll. NROs will use this form if they cannot attend the meeting so that your neighborhood council has an update. All NROs will still have a presence at each meeting, but this is to be a backup if they cannot attend.
 - ii. Submitted a "When to call 9-1-1" flyer in the packet- please pass the info. along!
- b. Ken Cruz, West Central
 - i. Postal Heritage Day! A.M. Cannon Park, July 26th, 5-7pm- free food and open to the public!
- c. Mindy Muglia, Nevada Heights
 - i. Free Movie Night! Come see The Greatest Showman on Friday, July 20th at 7pm at Zion Spokane, 4707 N. Addison Street!
- d. Mary Winkes, Manito/Cannon Hill
 - i. Manito Park, August 9, Abby Crawford will perform for two hours! Duncan Meadow, 6:30pm.
- e. Greg Francis, Rockwood
 - i. Appreciate the discussion around Core Values this evening. More communication from this body is needed, and there's a great opportunity before us to make sure we're getting important information back to our neighborhoods and participating in government.

Present: Browne's Addition, Cliff/Cannon, Manito/Cannon Hill, Southgate, West Hills, Shiloh Hills, North Indian Trail, Chief Garry Park, Hillyard, Peaceful Valley, Grandview/Thorpe, Logan, Five Mile Prairie, Riverside, Lincoln Heights, East Central, Whitman, Bemiss, Rockwood; Audubon-Downriver; Minnehaha; Nevada Heights, West Central

Absent: Balboa/South Indian Trail, North Hill, Northwest, Latah/Hangman Valley, Comstock, Emerson-Garfield

Draft Minutes – CA Admin Meeting July 24, 2018

Present: Maren Murphy, Katie Myers, Heather Trautman, (all from ONS), Patricia Hansen, guest - Cliff Cannon, Fran Papeleur, guest – Audubon-Downriver, Kelly Lotze – Browne’s Addition, Tina Luerssen, Chair – Grandview-Thorpe, Andy Hoye, Secretary - Southgate Luke Tolley – Hillyard

Call to order: 12:07 in City Hall Room 3A

Possible August, certainly Sept CA Admin meetings on first floor

Land use request for 10 mins – outreach materials

CC will get ten minutes

Park events as a topic for CA/CC Meeting – August 30 – WCCC

Liaisons to report more regularly...

Neighborhood binders went to offsite storage – available on request

September? – property maintenance code – ONS topic

Upcoming – October meeting will be on the 4th, or replaced by Retreat

Nate Gwinn will speak soon on Infill and building design standards, including parking changes, maybe in September – new requests from Jim Frank

Shauna Hershman will be confirmed as the new facilitator – Heather will speak to her. Tina will call and thank Bart Logue.

Later in year: Review of ONS activities taking place after Rod’s departure...What is the measure of social capital?

Adjourned at 1:00

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Committee minutes				

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Land Use Committee (LUC)

Draft Minutes

5:30 – 7:30 p.m.

West Central Community Center Don Kelly Room

July 19, 2018

Facilitator: Patrick Rooks

Recording Secretary: Drafted by Melissa Wittstruck ONS Liaison

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

Barb Biles resigned from Executive Committee in June. June meeting cancelled.

PRESENT:

- Gene Brake – Emerson Garfield
- Sylvia St. Clair – West Central eligible
- Patrick Rooks – West Hills eligible
- Antonia Sharkey – Rockwood eligible
- Robynn Sleep – Cliff Cannon eligible
- Laura Mincks – Cliff Cannon
- Gene Brake – Emerson Garfield
- Tirrell Black, Planning Services, new liaison
- Melissa Wittstruck – Planning

5:30 PM Business Meeting

1. Introductions – Melissa introduced Tirrell Black as the assigned liaison to Land Use Committee. Melissa transferred into Planning and has been reassigned, but will provide back up for Tirrell as needed.
2. July Agenda Approved, with one change allowing Kevin Freibott, Planning to present Downtown Land Use updates and resuming business meeting afterwards.

5:45 PM Update Building Height amendment for DTC-100 zone (along Spokane Falls Blvd) – Kevin Freibott [building-heights-on-spokane-falls-boulevard](#)

- Freibott provided a brief history of the proposed amendments to the DTC-100 building heights. The current 100' height limit was established with the 2009 Downtown Plan Update, Fast Forward Spokane. Following public requests the Plan Commission in April 2017 formed a subcommittee to study the stated concerns relating to the height of buildings on the south side of Spokane Falls Blvd across from Riverfront Park. The subcommittee report, recommendations, and staff report were presented to Plan Commission in summer 2017. Plan Commission subsequently directed staff to conduct an update to the Uniform Development Code to consider and incorporated the recommendations. Public input was gathered through online survey and results include with the draft proposal to Plan Commission.
- The draft proposal went to Plan Commission hearing April 25, 2018. A unanimous vote recommended approval to the City Council of a maximum floor plate of 18,750 feet and a minimum separation between towers of 50 feet. At the May 9 Plan Commission meeting a motion was made and seconded to reconsider this recommendation of approval. After

postponement, Plan Commission voted to approve the findings and conclusions of the initial recommendation for approval to City Council.

- City Council will be briefed on the forwarded recommendation on August 13, 2018 at their Urban Experience meeting, 1:15 in the Briefing Center, lower level of City Hall; City Council hearing will tentatively be scheduled in September.
- Questions from Land Use members included whether design guidelines currently apply to future development on the vacant [surface parking lots] in the DTC-100. Freibott indicated that Downtown design guidelines apply. He noted that Plan Commission is considering staff development of further design guidance. Some members pointed unfavorably to the design of the Grand Hotel and encouraged better design requirements. Another question is whether City Council would review other than the forwarded Plan Commission recommendation. Freibott indicated that yes, Council could review the alternatives, make changes, or send back to the Commission; substantial changes not previously considered would likely require additional public process. Freibott also explained the approval process and public notification.
- Freibott noted that a mix of retail/office below 100' with hotel or residential above is being considered. Both residential and hotel uses activate the space around them. Land Use members noted that the need is for residential downtown. They also noted that demand for ownership over more rental units is important. Short discussion of the difficulties of condominium development in WA state. Freibott noted that a state legislative change would be needed, as that is out of the control of local government. Members noted that it is difficult to have faith in developers to do the right thing; raise the bar for quality development and get affordable housing options.

Downtown Central Update - Freibott [Downtown Central](#)

- The update is moving forward – the next for the public is July 25 at the Kendall Yards Night Market. There will be many other Downtown project booths such as the Downtown Parking Study, Central City Line etc. Future public events will be uploaded to the link above.
- Land Use members took note that North Bank planning will be important for Emerson-Garfield to be engaged in. Freibott pointed out that one-way vs two-way Downtown streets and bikeways are among the many topics in the update conversation.

6:20 Business Meeting Resumed

3. May 2018 Minutes approved.
4. LUC work projects review – CE Grant funding for outreach materials needs to be spent with invoices turned in by Sept 20. Members discussed what types of materials (brochure, handouts, rack cards) should be produced, along with identifying the base documents to used to distill content (survey results, Greg Francis draft recruiting document, Development FAQ). Discussion about producing recruiting document, Land Use 101, or both. Greg commented that a successful product would have a rep from each neighborhood council on Land Use Committee. Sylvia St Clair noted that a communications plan is needed to guide document production, type of outreach whether presentation or social media etc. Laura Mincks is a graphic designer and volunteered to prepare a very draft concept working with available print material sizes and prices to present to CA and then have worked up by City Communications for printing. Melissa to work backwards from the Sept 20 grant expenditure date and provide a working timeline along with identified documents. She will also provide the Land Use distribution list so that members can work on draft content from emails.

7:15 Working Meeting Resumes

Infill Update - Tirrell Black [infill-housing-strategies-infill-development](#)

- Black summarized the results of the July 11 Plan Commission hearing where there were many comments and substantially new changes discussed. Some of these included further increases in height, parking reductions, elimination of setbacks, eliminating minimum lot sizes, among others. Plan Commission continued the hearing to November meeting; there will be additional public participation opportunities and workshops on new draft material before then. The project page will begin to be updated soon.

Comp Plan Update – Black [2017-2018-proposed-comprehensive-plan-amendments](#)

- Plan Commission has completed workshops on 4 comp plan amendments. Notification has been mailed out, signage is up on affected locations. Notice of public hearing should go out the end of August, with a possible Plan Commission hearing in mid-September.
- City Council proposed and emergency comp plan amendment to remove the arterial designation for S Crestline from the Ch. 4 TR12 map. This proposal will move forward separately. Traffic analysis still has to be initiated, but due to public interest links to relevant planning documents and historical information is available online (Stone street vacation, plats etc) [Proposed Amendment to Map TR12, Chapter 4, Relating to Crestline](#)

NEW BUSINESS

Proposed agenda items for August 16, 2018 meeting:

- A. Review and approve draft communications piece. Confirm brochure, rack card, b&w or color and quantity.
- B. Any critical land use projects with approaching public comment periods, Plan Commission and City Council hearing dates

GOOD OF ORDER

NEXT MEETING:

- August 16, 2018

Adjourned 7:45 PM

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

Why your Neighborhood Should Participate in CA Land Use Committee

PROOF ONLY - not for reproduction

What is the Land Use Committee (LUC)?

One of five standing committees of the Community Assembly (CA). The CA represents all Spokane neighborhoods and is one of the ways the City of Spokane communicates and interacts with neighborhoods simultaneously.

Land Use Committee (LUC) Purpose:

The LUC provides education, information and resources to city departments including the Office of Neighborhood Services (ONS), Code Enforcement (CE), Planning Services Department (PSD) and the Neighborhood Councils (NC). The CA-LUC takes on inquiries as directed by the City, assigned by the CA or CA Committees and Neighborhood Councils.

What does this mean?

City departments interact with neighborhoods through Community Assembly. The Land Use Committee of the CA is the initial touch point for all issues related to land use changes being considered by the city. The city planning department and other city departments meet with the LUC for detailed conversations about land use. The LUC reports to the CA regarding potential impacts on the neighborhoods and suggests potential CA actions. Meeting attendees also take the information from LUC directly back to their neighborhood council for consideration.

PHOTO

Land Use Committee Mission Statement

*As a standing Committee of the
Community Assembly (CA),
the Land Use Committee (LUC) seeks
opportunities to interact with
Neighborhood Councils (NC),
citizen groups and individuals within the
boundaries of the City of Spokane
to serve as a resource for land use resolutions:
to propose changes to policies, regulations,
actions and plans to the Community Assembly.*

LAND USE

a standing committee of the



LAND USE

It's Your Neighborhood's Business



A Guide for Neighborhoods: Land Use 101

LAND USE

a standing committee of the





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*We would love to see
your neighborhood represented
at the Community Assembly
Land Use Committee!*

— the CA-LUC Executive Board

SPECIFIC TOPICS COVERED RECENTLY

• Comprehensive Plan 2017 Update

The Comprehensive Plan is the main planning document for the city and is mandated by the state to be periodically reviewed and updated.

• Annual Comprehensive Plan Amendments Review

Each year, private entities can request that the Comp Plan be amended through an application process. The LUC is one of the bodies that reviews and makes recommendations regarding proposed amendments such as rezoning.

• Infill Development

Infill is the development of underdeveloped land within the city to reduce the growth of housing along the city edges. Neighborhoods have a vested interest in ensuring that infill development takes into consideration the impact on the existing residents of neighborhoods.

• NotifyMeSpokane

NotifyMeSpokane is a website that allows residents to receive notifications when building permits are issued in their area. LUC had early access to this site and provided constructive feedback on how it could be improved.

• Cell Tower Code Updates

Established requirements on the preferred placement of cell towers within the city along with design requirements. LUC was heavily involved in reviewing this code.

• Existing Commercial Structures in Residential Areas

• Neighborhood Notification Process

Directives from Community Assembly

At the direction of the Community Assembly, the LUC takes on specific topics. For example, CA directed LUC to work with Chief Garry Park NC on the first phase of a document on how developers can work with local residents when considering projects in neighborhoods. The goal — creating new developments good for all parties involved.

Initiated by Land Use Committee

The LUC also takes input from attendees at the LUC meetings. One current example is the long-term health of our green spaces — particularly those potentially being lost to provide parking lots. Since our green spaces are precious and are difficult to replace when lost, this is an important topic to consider. Any LUC participant is welcome to bring an issue to the LUC for discussion.

LUC Membership Qualifications

There is no requirement to have any specific knowledge or experience with land use policies — only an interest. To have voting rights, participants must be designated by their neighborhood council as a representative of that NC. Neighborhood representatives should be willing to read draft codes and reports and have an interest in learning more about land use issues within Spokane. All residents of Spokane are welcome to attend LUC meetings.

When does LUC Meet?

Land Use Committee meets:

the third Thursday of each month

5:30pm — 7:00pm

West Central Community Center,
Don Kelly Room

Why Should My Neighborhood Be Part of the LUC?

Being involved with the LUC gives neighborhoods an opportunity to impact how proposed changes can be improved for the benefit of all neighborhood residents and the city.

New ordinances and codes can take years to go from concept to final consideration by the city council. The LUC gets involved early in the process and has significant input on the final version of the ordinance or code. Ordinances and codes have substantial and far-reaching impacts on neighborhoods and residents of the city. Change is inevitable; will your neighborhood council use LUC as an opportunity to influence that change?

For More Information:

Contact one of the LUC Executive Board members.

For contact info, visit

[https://my.spokanecity.org/neighborhoods/
community-assembly/standing-committees/](https://my.spokanecity.org/neighborhoods/community-assembly/standing-committees/)



LAND USE | FAQ • Development

• What types of buildings can be built in a specific location?

"Zoning" and "use" determines what is allowed to be built. Examples of "zoning" categories: residential, commercial, centers and corridors, downtown, and industrial zones. There is a list of "primary uses" that are allowed in that zone, as well "limited uses" that are only allowed in that zone if they meet specific standards. Specific regulations are detailed in Spokane Municipal Code Title 17C, which can be found on the City's website (<https://my.spokanecity.org/>).

• Do developers have to match the style of housing that already exists in an area?

Generally, no, although in some zones there are design standards for certain types of uses. In residential zones, there are standards related to setbacks to encourage new construction that is compatible with the pattern and rhythm of existing development.

• How can I learn about developer's plans for an area early in their planning process?

Contact your Neighborhood Council (NC). NC's are notified when a project requires an environmental review, design review, demolition permit, or review by the Planning Director or Hearing Examiner. Look for project notices posted on the subject properties. Sign up to receive notices about development activity in your neighbourhood at Notify Me Spokane (<https://my.spokanecity.org/opendata/gis/permits/>).

• How can I encourage developers to work with the Neighborhood?

Invite the developer to an NC meeting to discuss their project. You can provide them with questions in advance. Be willing to discuss openly and respectfully any desired outcomes or concerns you may have. Share your neighbourhood plans with developers.

• Can we prevent a development from occurring if the Neighborhood is against it?

Not if an actual proposal for development is allowed by the development code and the project meets all City codes, standards, and policies. If a proposed development in a subdivision or conditional use process creates impacts a neighborhood doesn't want, public meetings and input may cause conditions to be placed on the developer.

Zone changes and Comprehensive Plan amendments are legislative matters that can be swayed by public input, if the applications are not consistent with Comprehensive Plan policy, or have impacts that cannot be mitigated.

• Are there requirements for visual aesthetics and quality that developers must comply with?

There are design standards within the Downtown, Center and Corridor, Multi-family Zones, on public facilities and certain types of structures in certain zones (such as institutions in residential zones). There are also landscaping requirements in all zones.

• What is concurrency and how does it affect development?

Concurrency means that adequate public infrastructure is in place to serve new development, as it occurs, or it is planned to occur within a specific period of time. In the City of Spokane, this generally only applies to transportation, since the developer is required to provide needed sewer, water, and stormwater infrastructure at the time of development. Factors include traffic impact and transit improvements. For more details see the Spokane Municipal Code.

• Does a developer have to ensure that there is sufficient sewer, water and other services in the area where they are developing

Yes, at their expense, if they are not currently available.

• What is a rezone and should our Neighborhood be concerned if there is one occurring in our Neighborhood?

A rezone or a change in zoning on a specific property creates the opportunity for different types of development to occur on that property than what may be allowed under the current zoning. This is only allowed if it is consistent with the Comprehensive Plan Land Use Map, so in many cases, the rezone also requires a Comprehensive Plan Amendment.

• How does the Comprehensive Plan play a role in development?

Spokane's Comprehensive Plan lays a foundation for land use and community design within the City of Spokane. It includes a Land Use Map, and all zoning must be consistent with that map. Changes to the Land Use Map and zoning must be consistent with Comprehensive Plan goals and policies. Those goals and policies also serve as the basis for development code, and any changes to development code must also be consistent with the Comprehensive Plan goals and policies. The City also uses Comprehensive Plan goals and policies to prioritize its public capital investments, such as transportation, sewer and water infrastructure projects, which can influence private investment and development decisions.

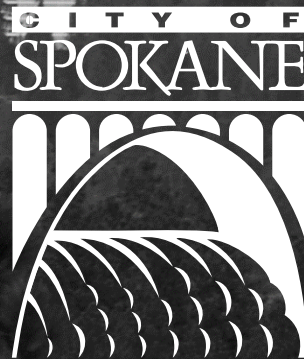
LAND USE
a standing committee of the



DOWNTOWN PARKING STUDY

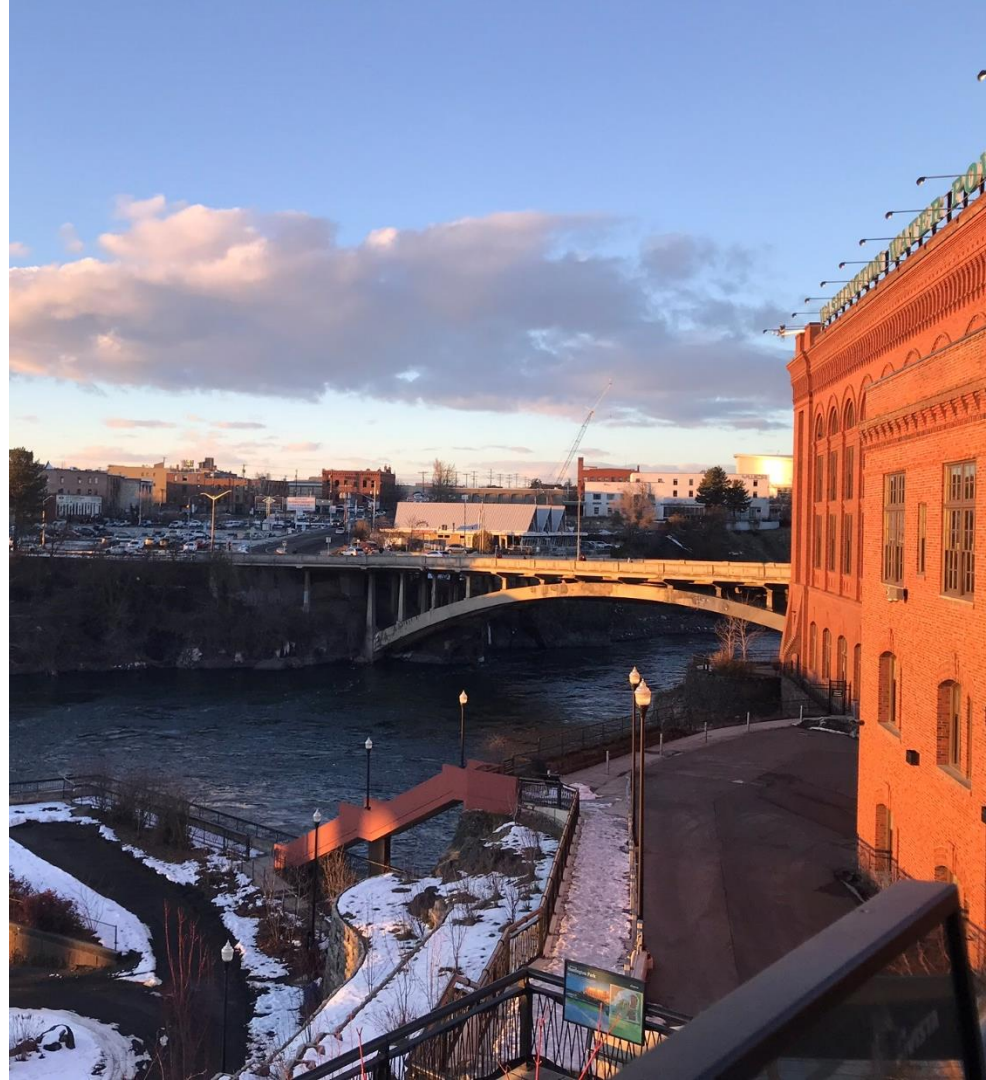
Plan Commission – Project Briefing

JULY 25, 2018



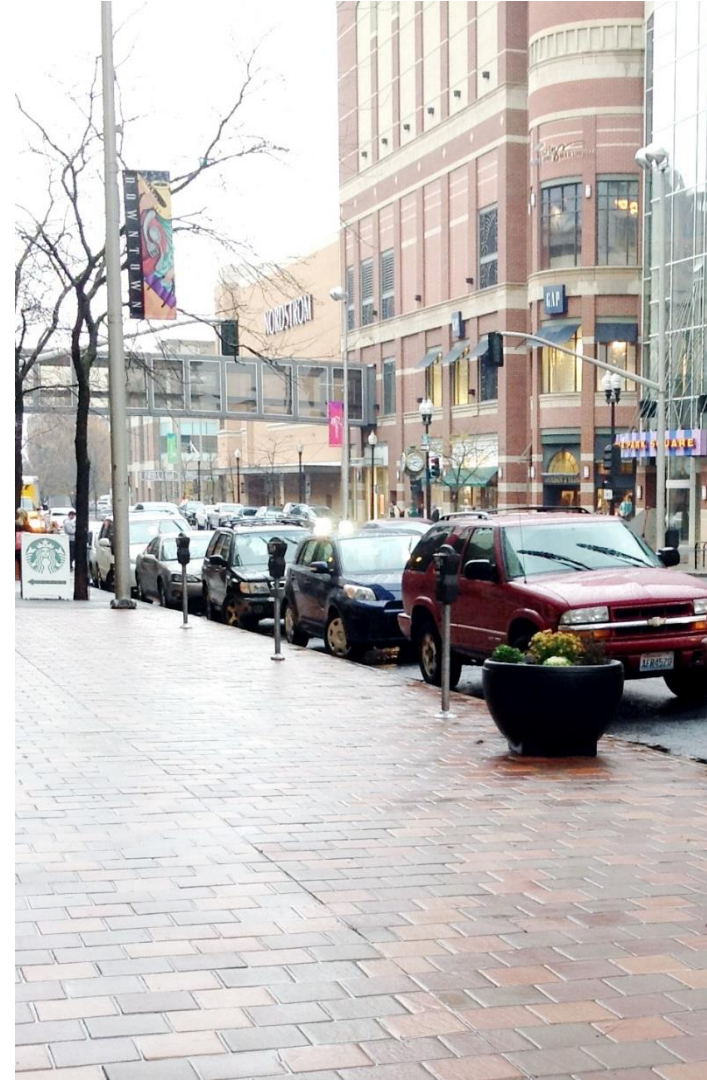
WHAT ARE WE DOING TODAY?

- Provide **overview** of project
- Summarize **key findings** from work to date
- Review **next steps**
- **Discussion + Q&A**

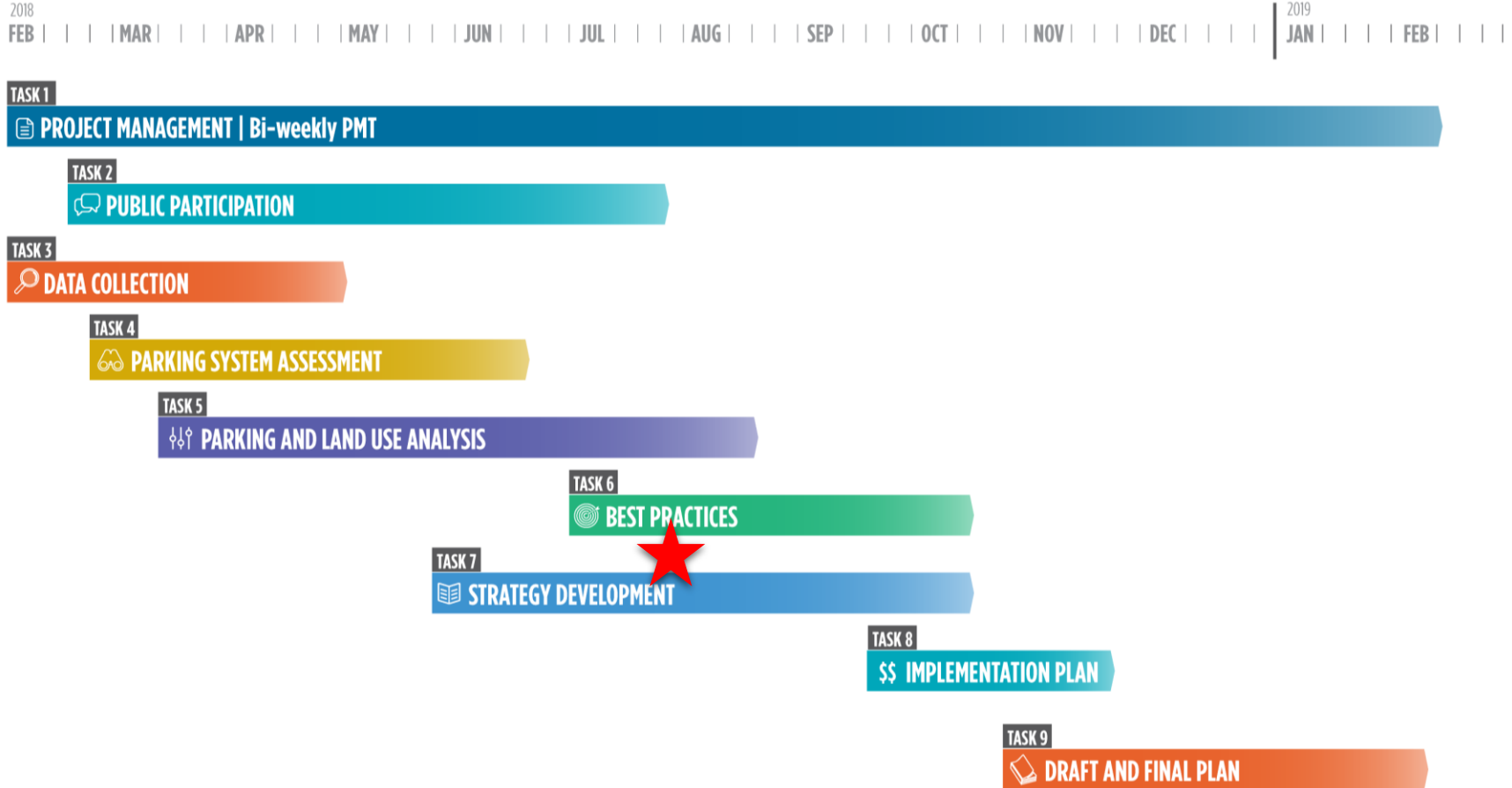


PROJECT OBJECTIVES

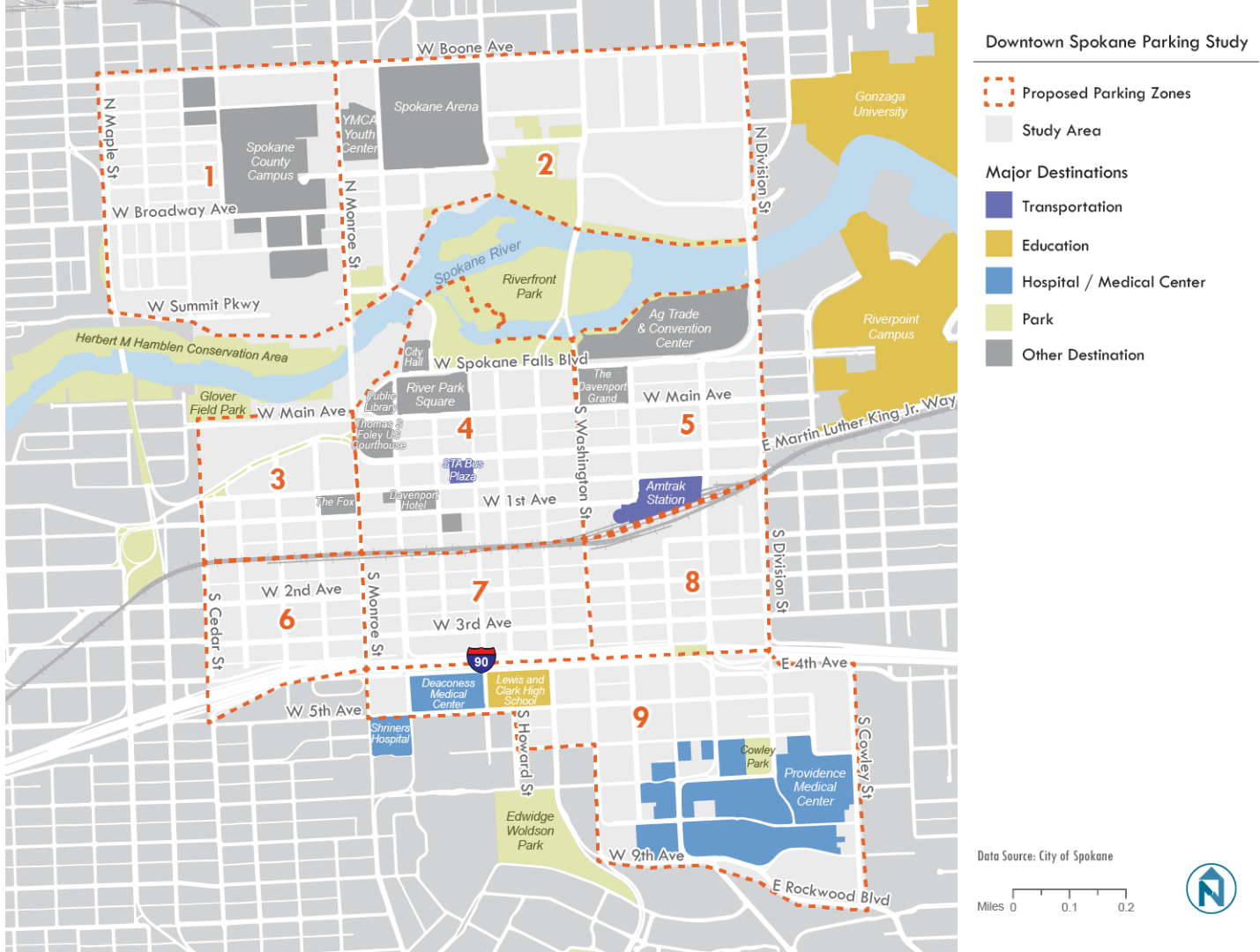
- Comprehensively document existing **inventory and utilization**
- Assess **operations, management, financial, and enforcement** practices
- Identify downtown's **future parking need**
- Develop an **integrated set of parking recommendations** that address both the “nuts and bolts” of management and the overall policy framework
- Incorporate the **diverse needs** of many stakeholders and **build community support**



PROJECT SCOPE AND SCHEDULE



DOWNTOWN PARKING STUDY AREA



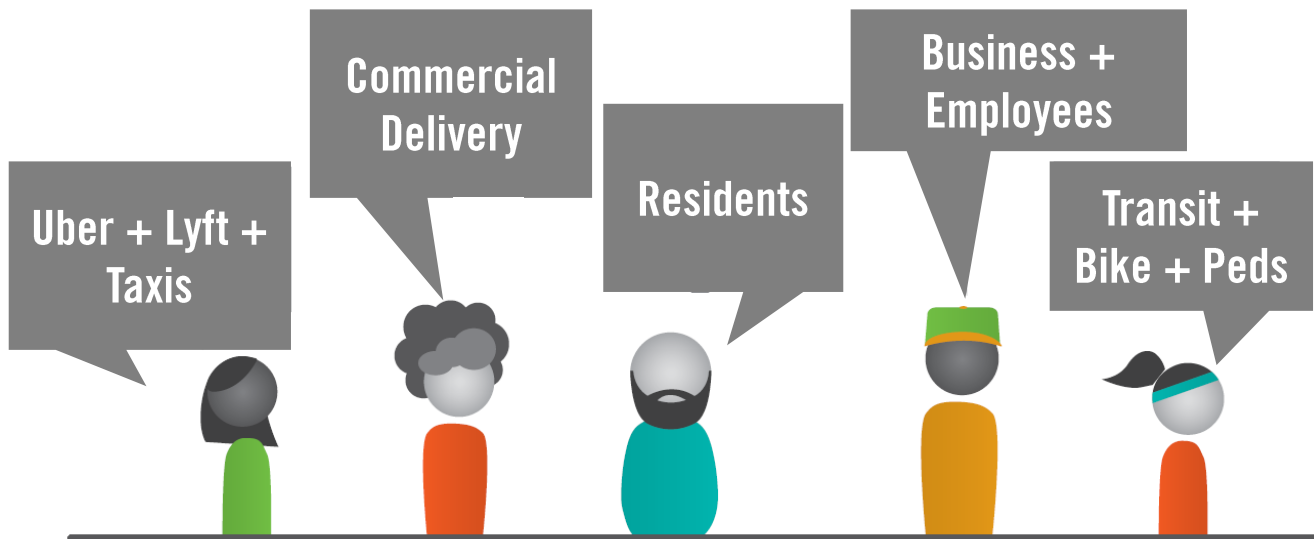




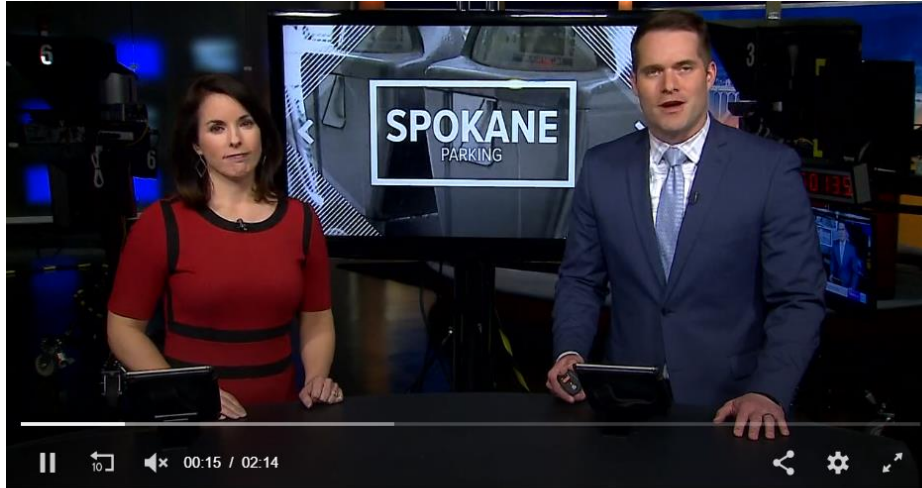
WORK TO DATE

STAKEHOLDER INTERVIEWS

- City Council members
- Parking Advisory Committee
- City staff
- More than a dozen stakeholder groups
- 75+ individuals



PUBLIC OUTREACH



SPOKANE-COUNTY

City of Spokane conducting parking study, eyes parking in U District

The study will look at various issues including parking prices, growth trends, employee parking options, parking rules and technology.



Connect Downtown

Join us Monday, May 21 from 3–6 pm at the south entrance of Riverfront Park, Fountain Plaza. Come participate in developing downtown Spokane's future.

Also on site: Kona Ice, Ben and Jerry's, and Spokane Sidewalk Games
Magical Monday with Cecil the Magician, 4 p.m., at The Skate Ribbon

MOBIUS
SCIENCE CENTER CHILDRENS MUSEUM

SPOKANE
SPORTS COMMISSION

Spokane Transit

University
District

Spokane
creative
by nature

DOWNTOWN
SPOKANE

Spokane
College



ONLINE PARKING SURVEY

Survey	# of Survey Respondents	Proportion
Downtown Only	1,340	63.7%
Both	520	24.7%
University District Only	245	11.6%
Total	2,105	100.0%

Tell us about your experience

Whether you drive, walk, bike or bus downtown, we want to hear from you. Your feedback will inform parking strategies for economic development, housing, and multi-modal transportation.

Take a short parking survey before May 31, 2018 and be entered to win one of 20, \$5 gifts-cards, donated by Atticus Coffee & Gifts.

No purchase necessary to enter.

Visit www.surveymonkey.com/r/SpokaneParking to participate.

BIG THANKS



SCAN HERE
FOR SURVEY

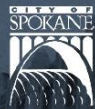


DATA, DATA, AND MORE DATA!

- Inventory
- Regulations
- Occupancy
- Length of Stay
- Land Use (Existing + Future)
- Technology
- Signage
- Operations



STATE OF THE SYSTEM REPORT



State of the Parking System FINAL Downtown Spokane Parking Study

July 2018



Downtown Parking Study | State of the System Report (FINAL)

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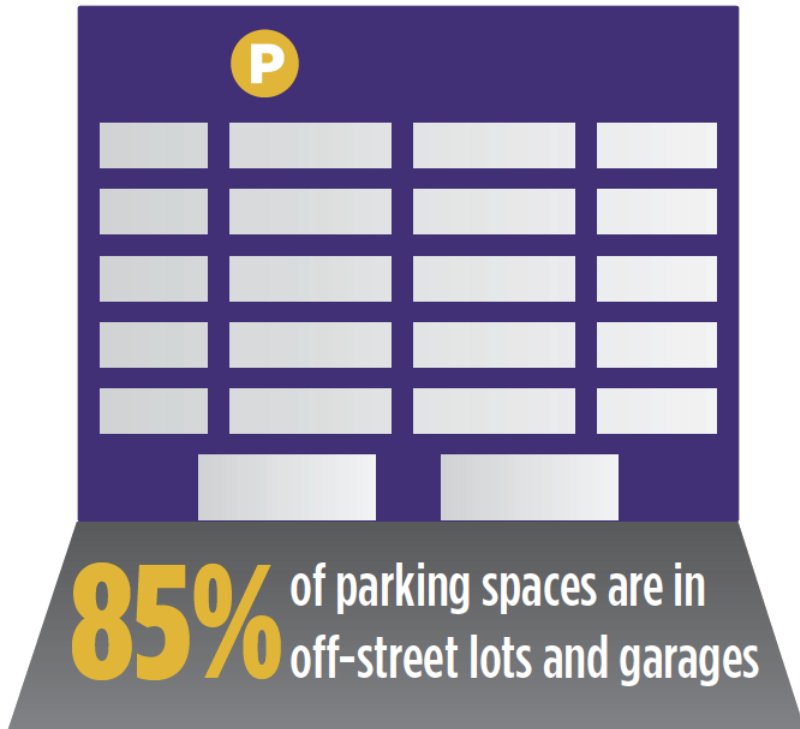


KEY FINDINGS

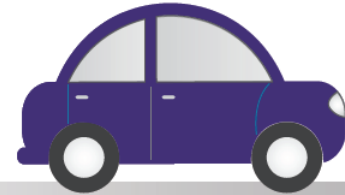
37,000

ESTIMATED PARKING SPACES IN DOWNTOWN

VAST MAJORITY OF PARKING IS IN A LOT OR GARAGE

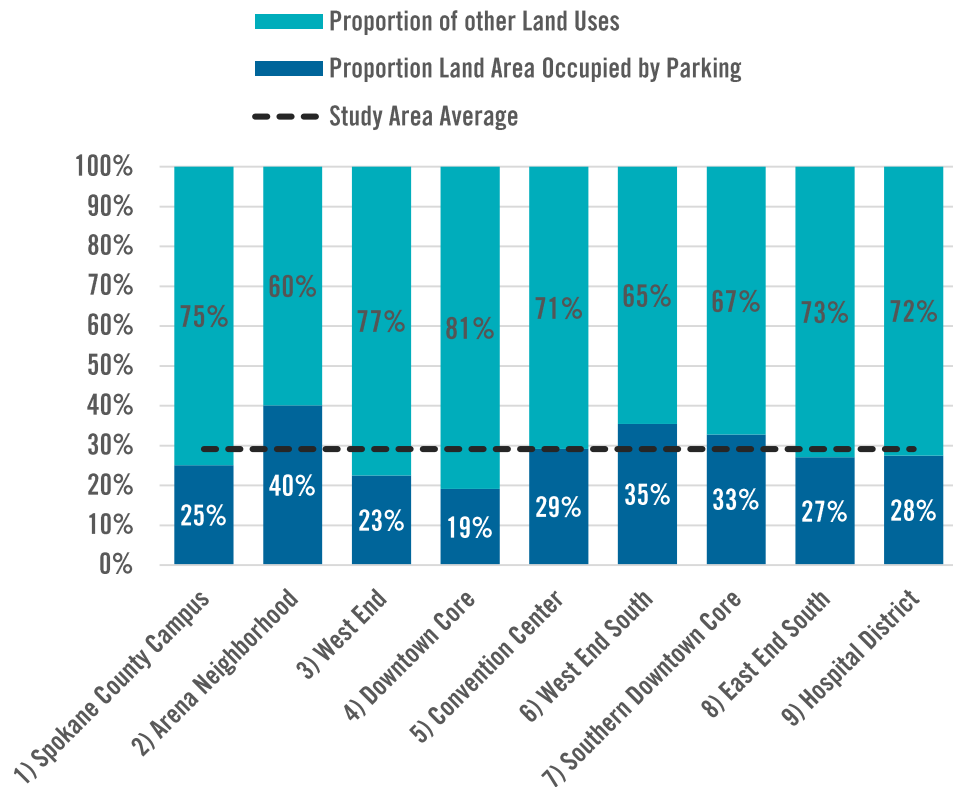


15%



of the parking supply
is at the curb

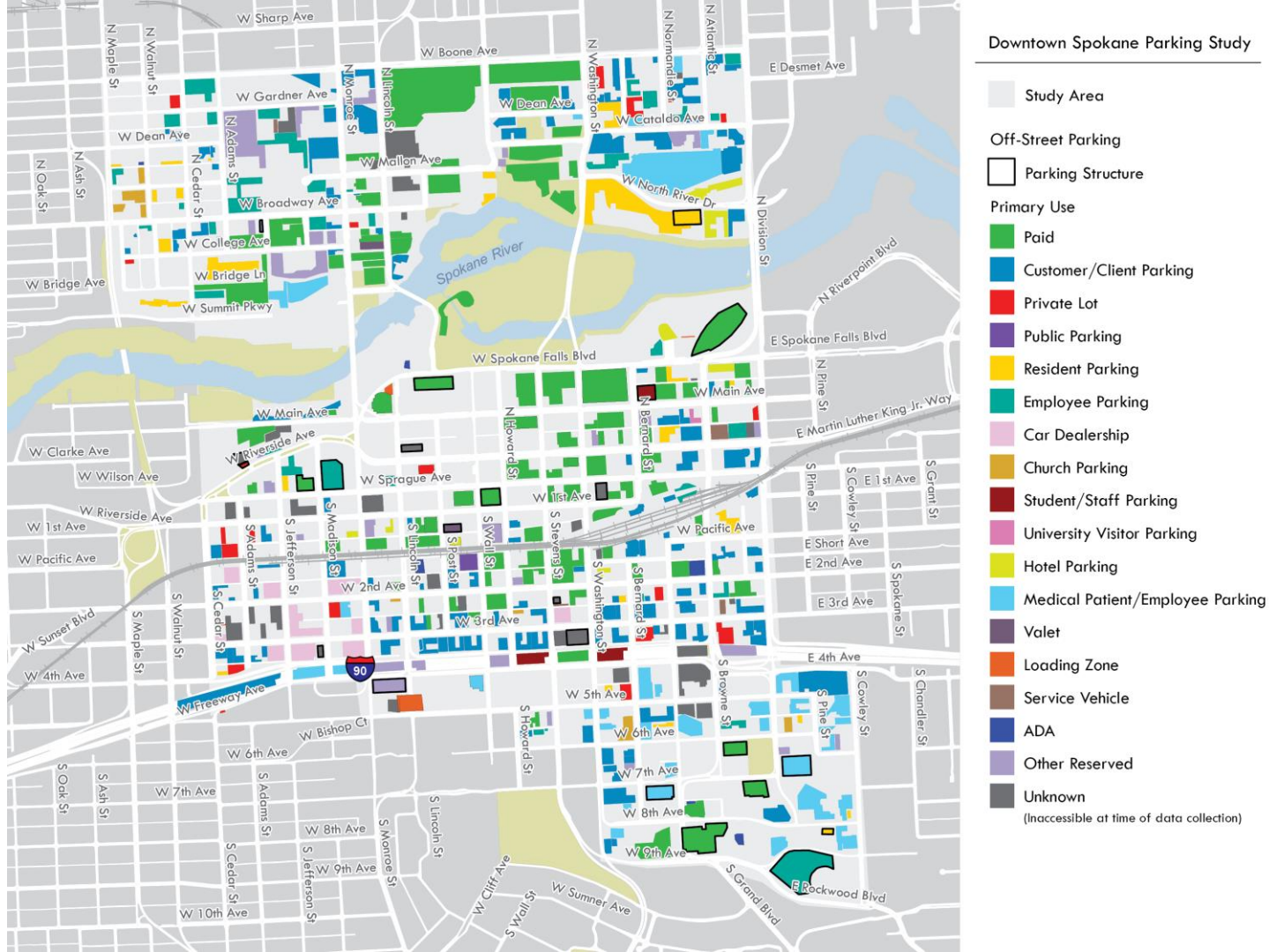
PARKING CONSUMES A LOT OF LAND



Parking
occupies
almost
30%
of land within
the study area

31,441 OFF-STREET PARKING SPACES

Inventory Analysis



31,441 OFF-STREET PARKING SPACES

Inventory Analysis

Zone	# Structured Spaces	# Surface Spaces	# Total Spaces
1) Spokane County Campus	13	2,819	2,832
2) Arena Neighborhood	228	6,046	6,274
3) West End	601	863	1,464
4) Downtown Core	4,598	1,155	5,753
5) Convention Center	1,417	1,598	3,015
6) West End South	29	1,673	1,702
7) Southern Downtown Core	117	1,777	1,894
8) East End South	0	1,302	1,302
9) Hospital District	4,997	2,208	7,205
Total - Entire Study Area	12,000	19,441	31,441

Inventory Analysis

Study Area

— All day: \$0.40/hour

— 4 Hour: \$0.80/hour

— 3 Hour: No Meter

— 2 Hour: \$1.20/hour

— All day: No Meter

- ADA accessible space on block

- Loading Zone present on block (see figure 6-8 for details)



Miles 0 0.1 0.2

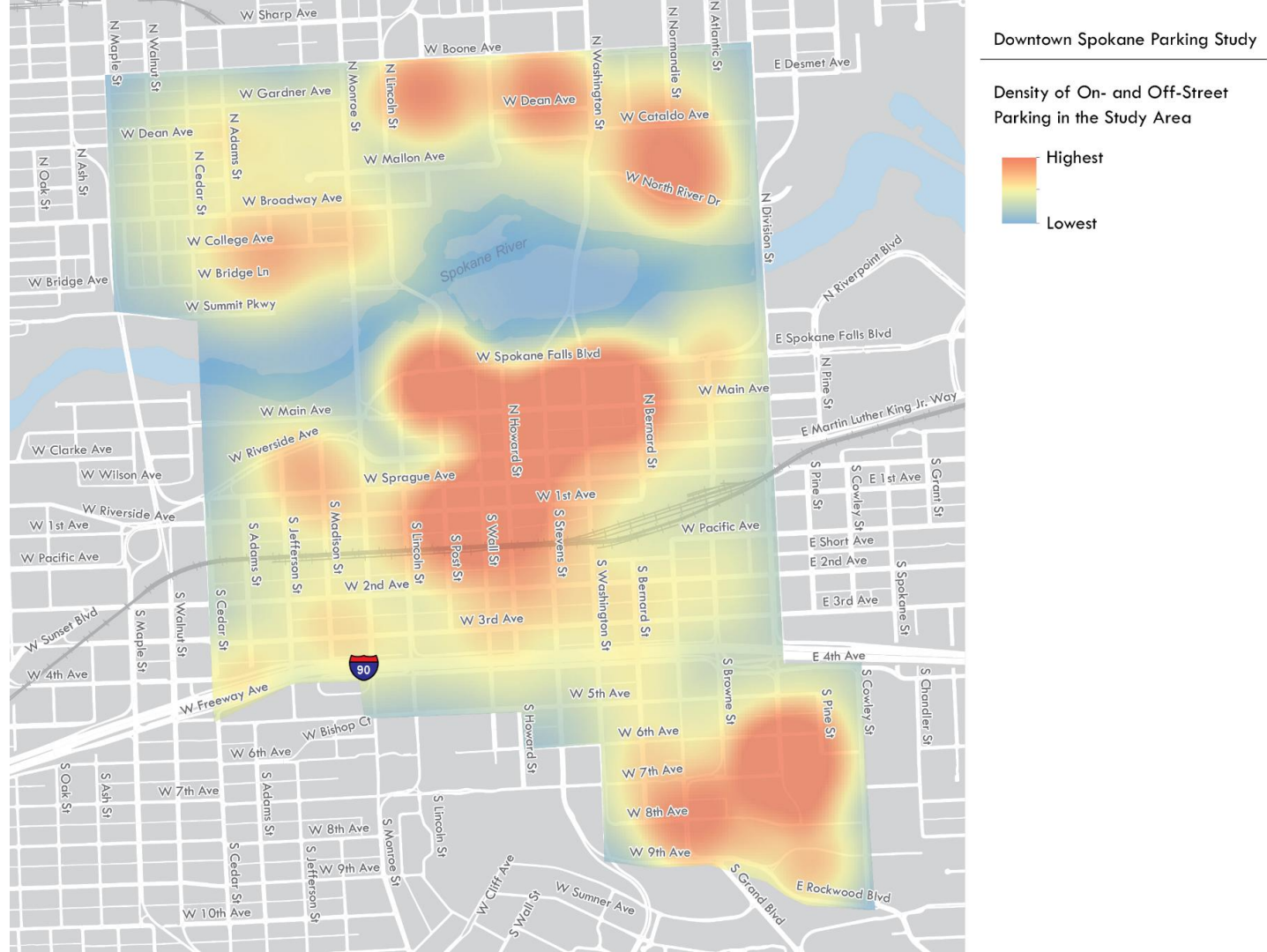


5,378 ON-STREET PARKING SPACES

Inventory Analysis

Regulation Type	# Spaces	% Spaces
2-hour Metered (\$1.20/hr.)	1,714	31.9%
Unregulated (Free)	1,606	29.9%
All-Day Metered (\$0.40/hr.)	1,130	21.0%
4-hour Metered (\$0.80/hr.)	337	6.3%
Commercial Loading Zone	192	3.6%
10-minute Loading Zone	116	2.2%
Passenger/Taxi Loading Zone	96	1.8%
Other	67	1.2%
3-hour (no meter)	48	0.9%
Police Only	43	0.8%
Other Loading & Delivery	23	0.4%
Disabled	6	0.1%
Total	5,378	100%

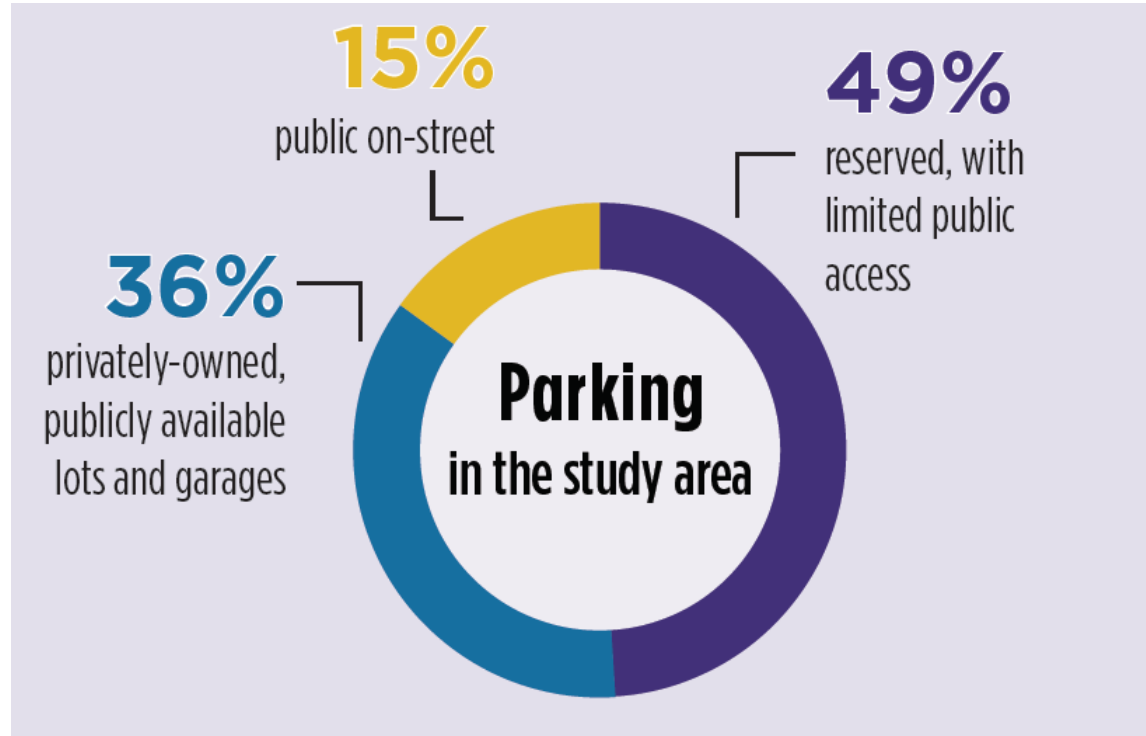
FOUR PRIMARY PARKING “SHEDS”



MANAGEMENT OF PARKING IS DISPERSED

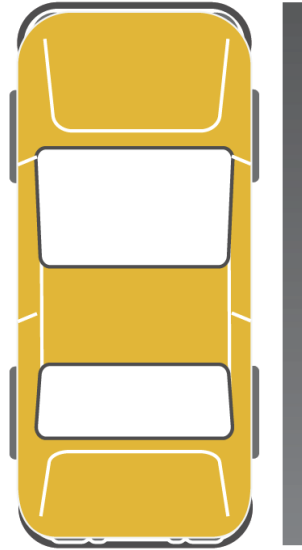
Parking Operator	Proportion of Spaces
Property Owner	52.7%
Diamond	15.6%
City of Spokane	15.2%
ABM	4.5%
Republic Parking NW	3.6%
River Park Square	3.2%
Parkade	2.6%
Spokane Arena	2.6%

PUBLIC ACCESS TO PARKING CAN BE LIMITED



CURB PARKING IS CONSISTENTLY CHEAPER

About
30%
of on-street
spaces in the
study area are
free and
unregulated



\$2.65 per hour

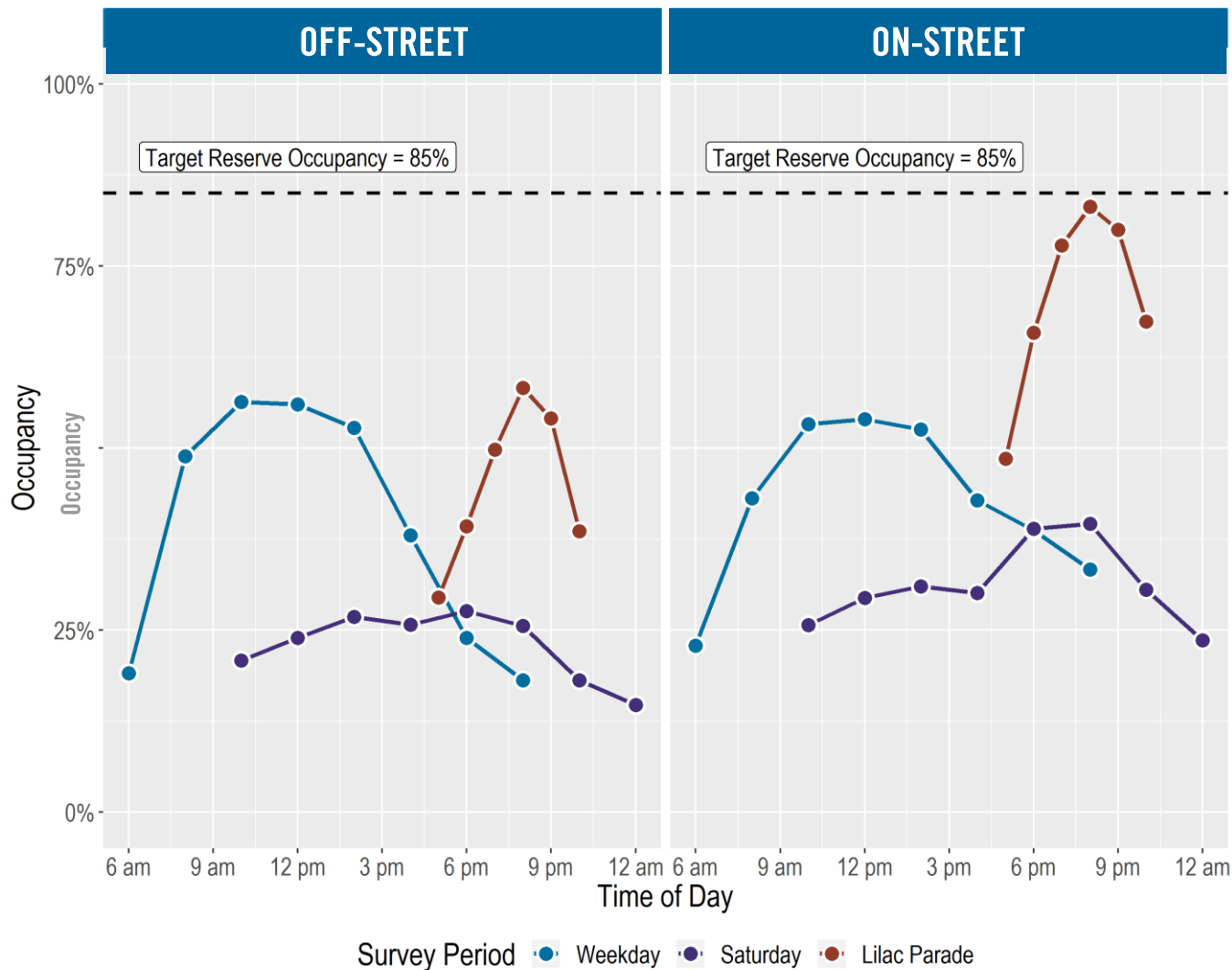
Average off-street rate

\$1.19 per hour

Average on-street rate

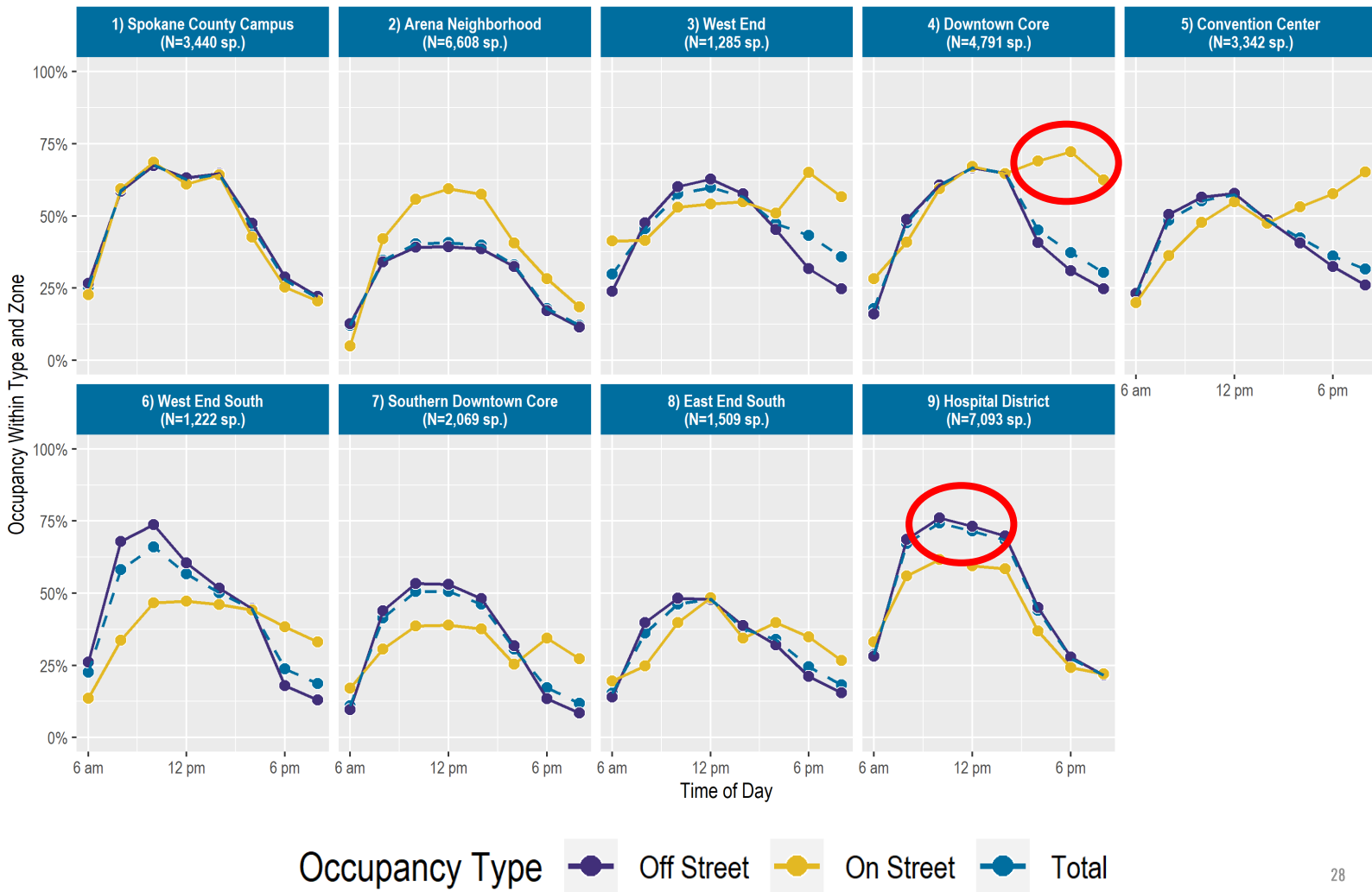
AT PEAK, 56% OF STUDY AREA SPACES ARE OCCUPIED

- Combined Weekday Peak: 56%
- On-Street Weekday Peak: 54%
- Off-Street Weekday Peak: 57%

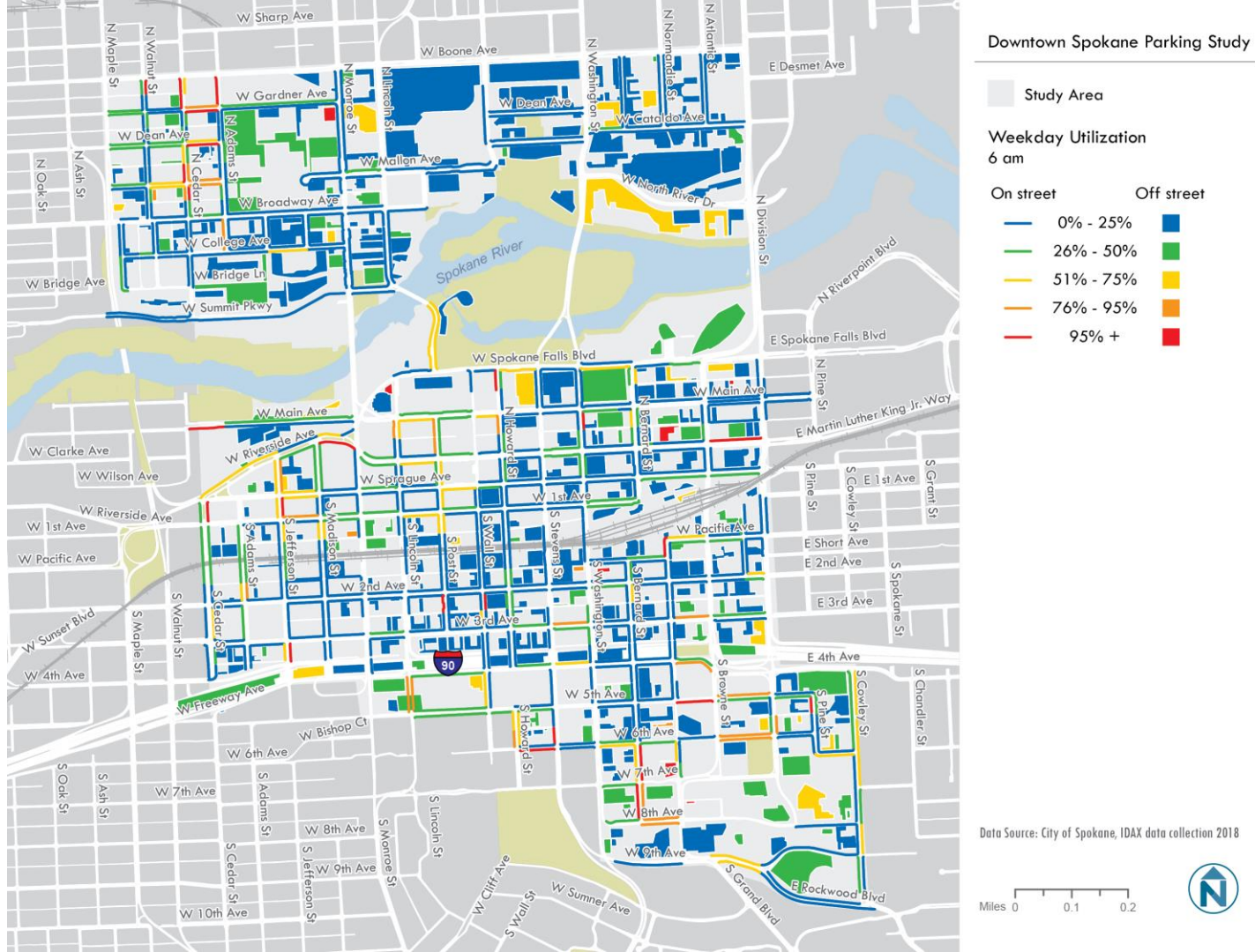


PARKING DEMAND VARIES BY LOCATION

Weekday
Utilization by
Analysis Zone

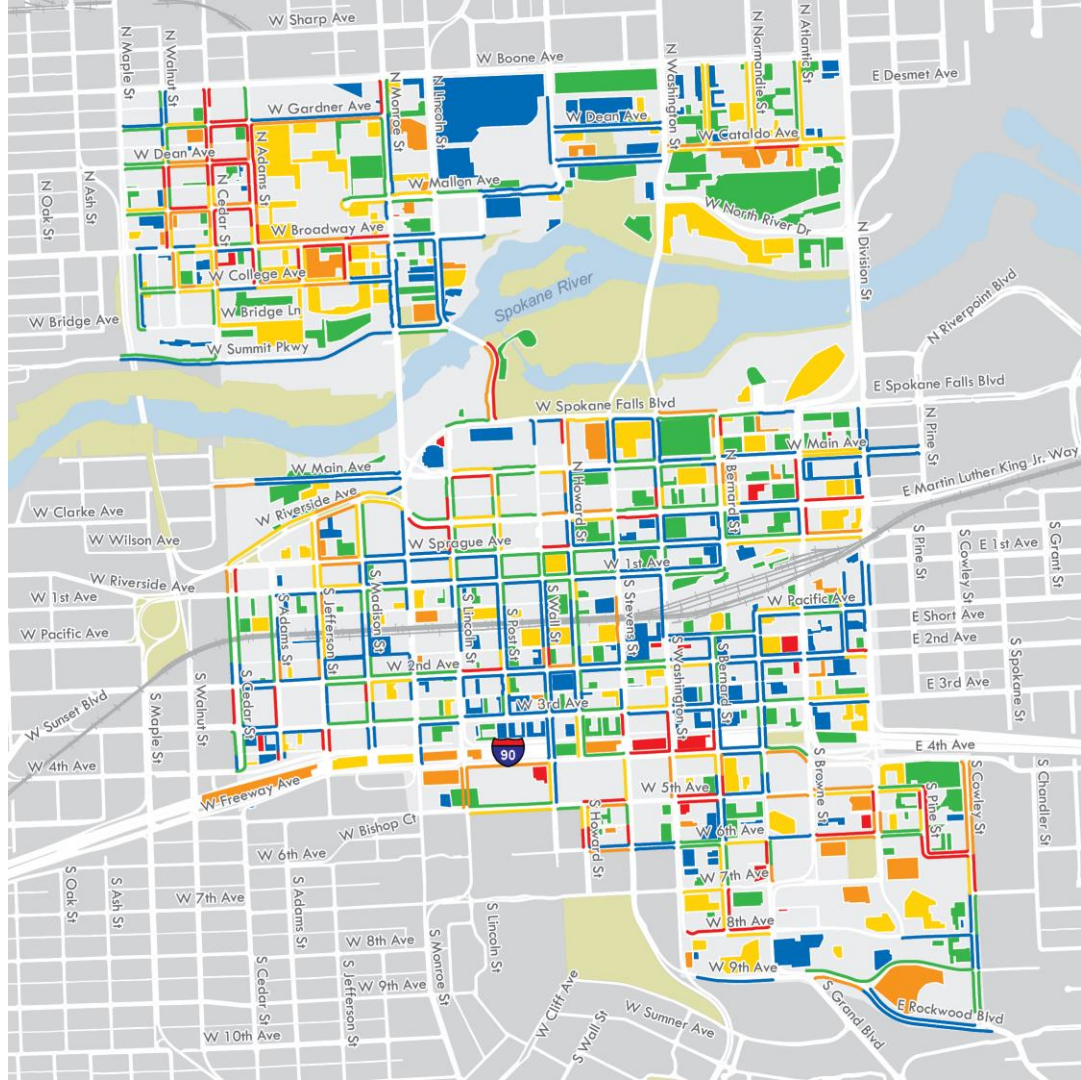


6 AM



PARKING DEMAND VARIES BY TIME OF DAY

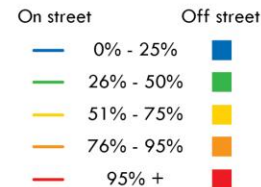
8 AM



Downtown Spokane Parking Study

Study Area

Weekday Utilization
8 am

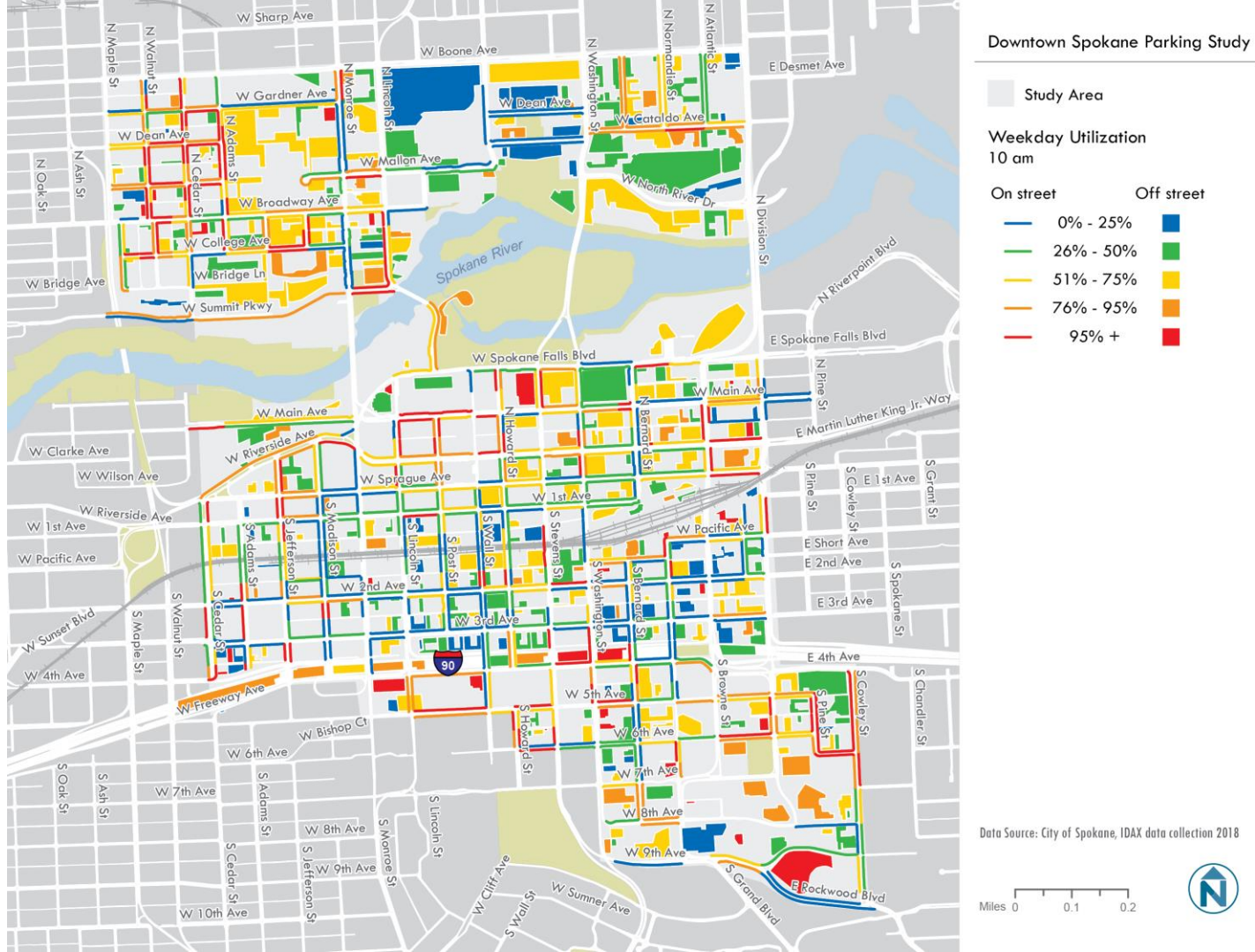


Data Source: City of Spokane, IDAX data collection 2018

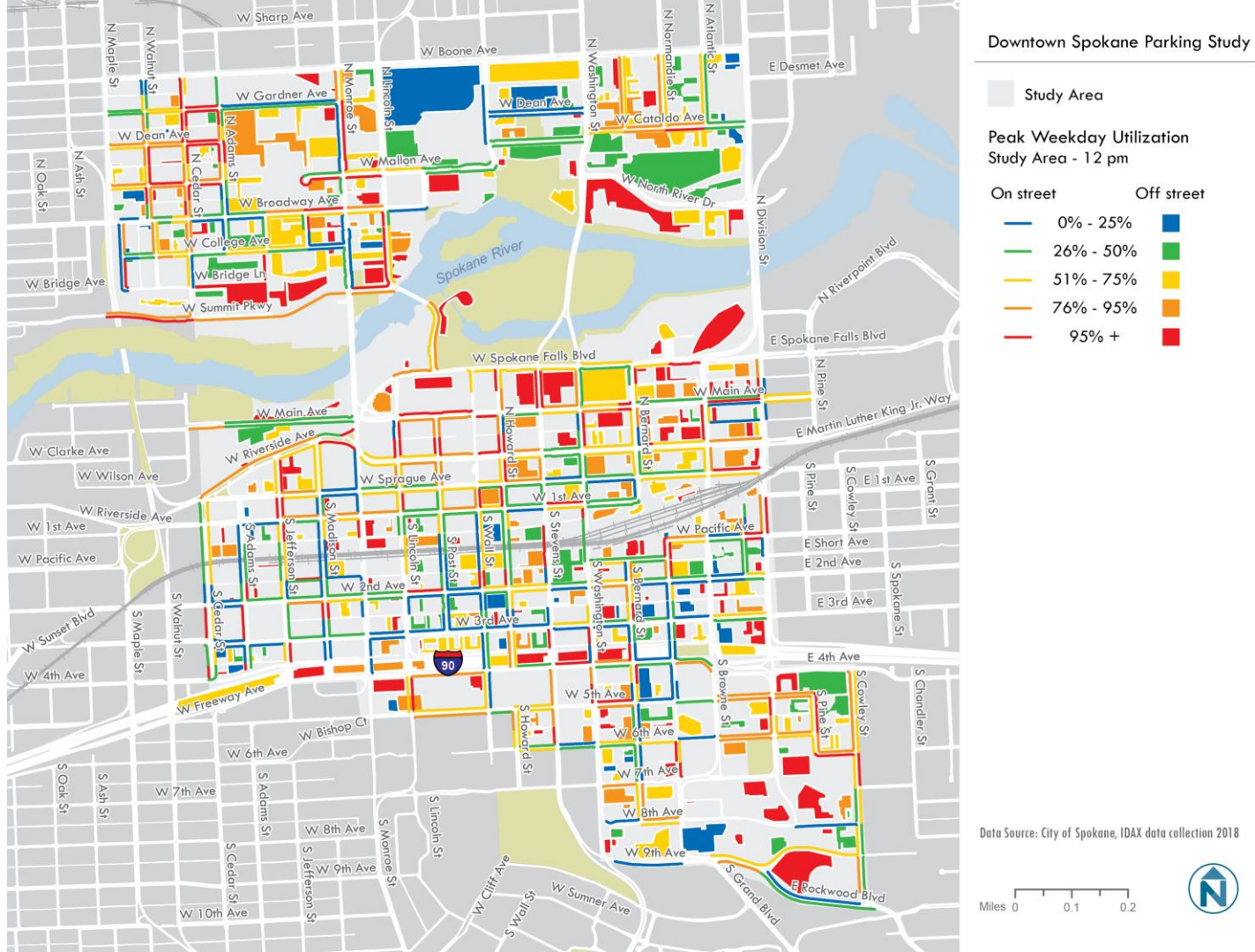
Miles 0 0.1 0.2



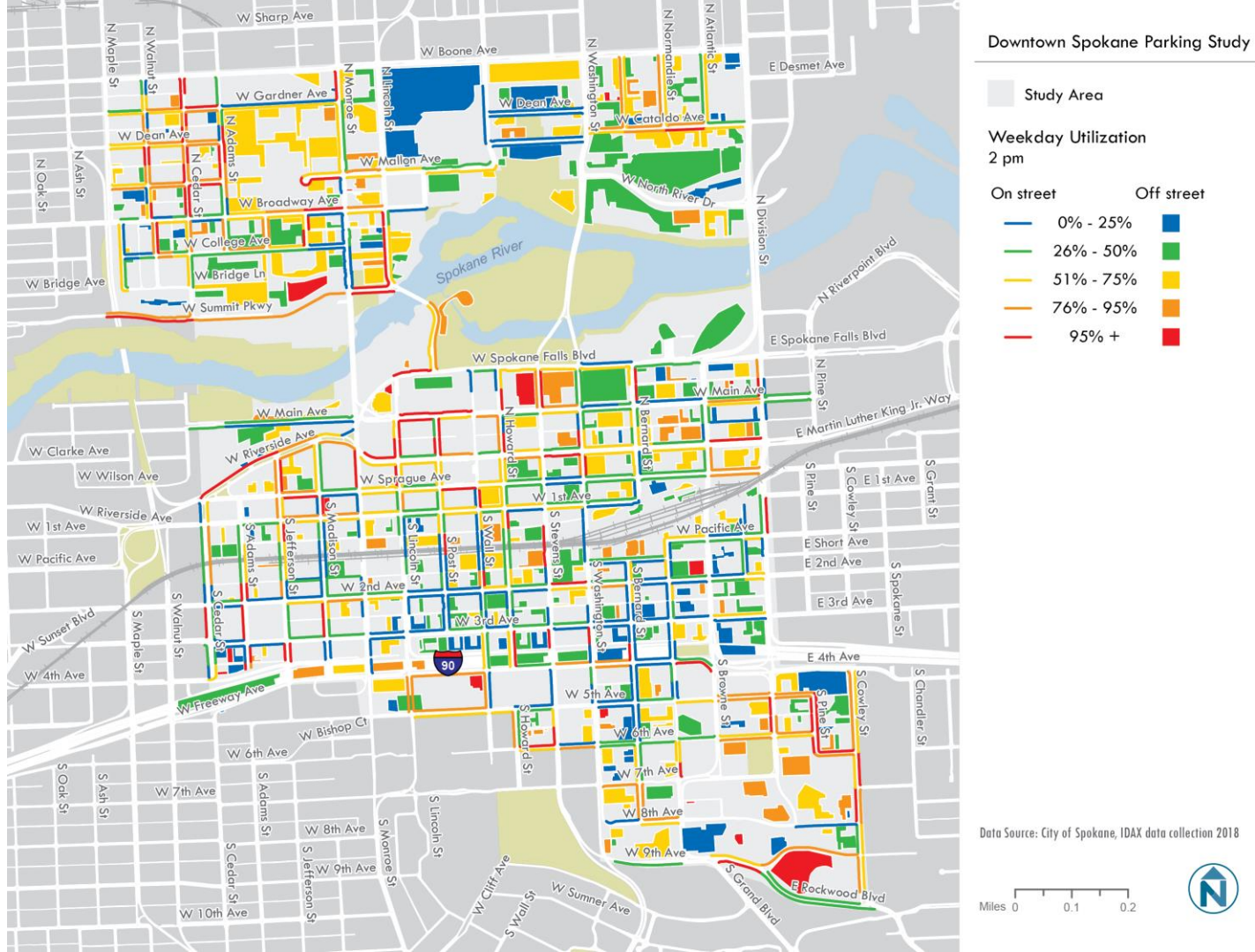
10 AM



12 PM



2 PM

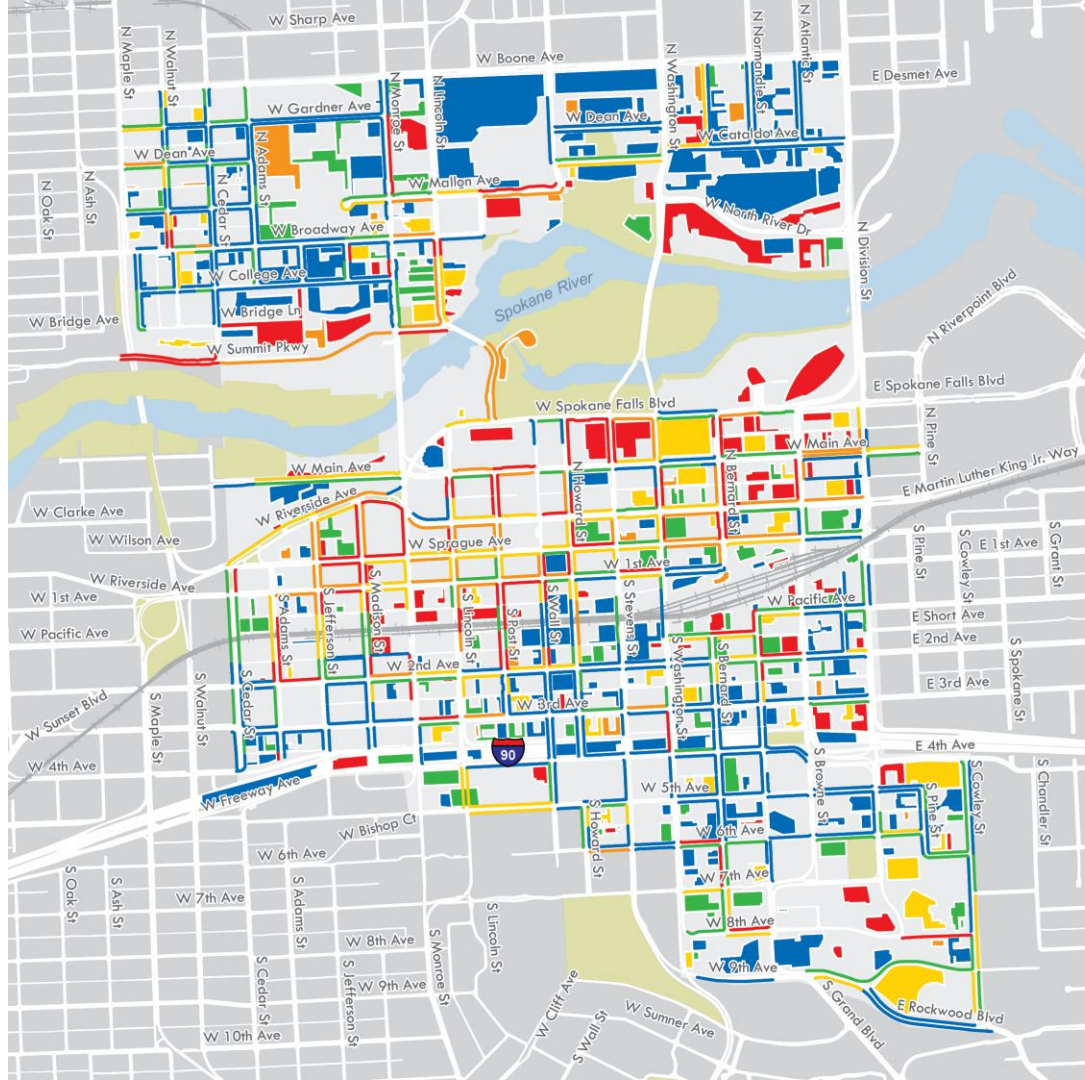


4 PM



PARKING DEMAND VARIES BY TIME OF DAY

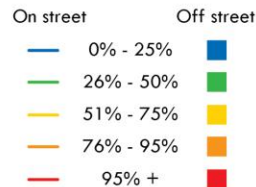
6 PM



Downtown Spokane Parking Study

Study Area

Peak Weekday Utilization
Downtown Core - 6 pm

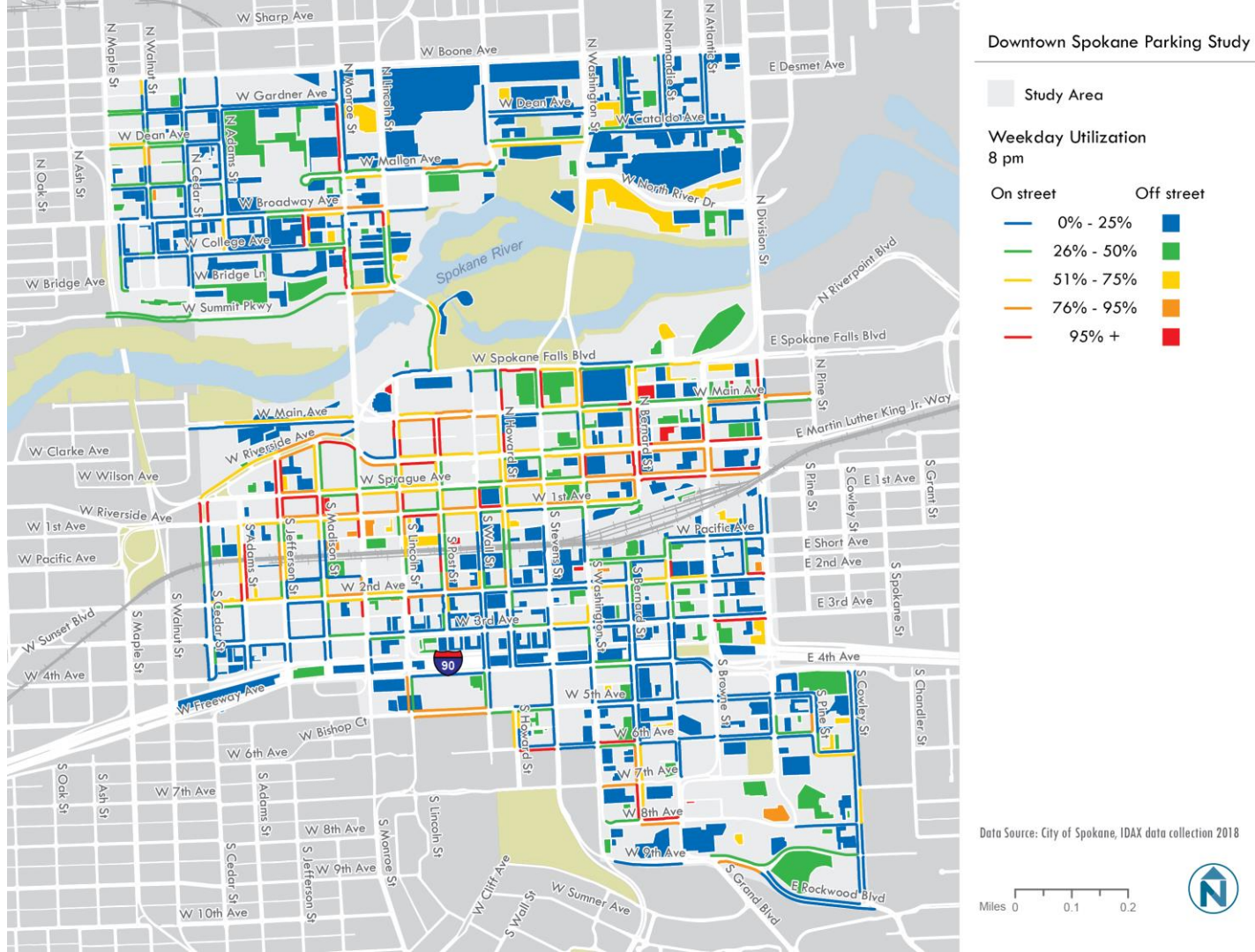


Data Source: City of Spokane, IDAX data collection 2018

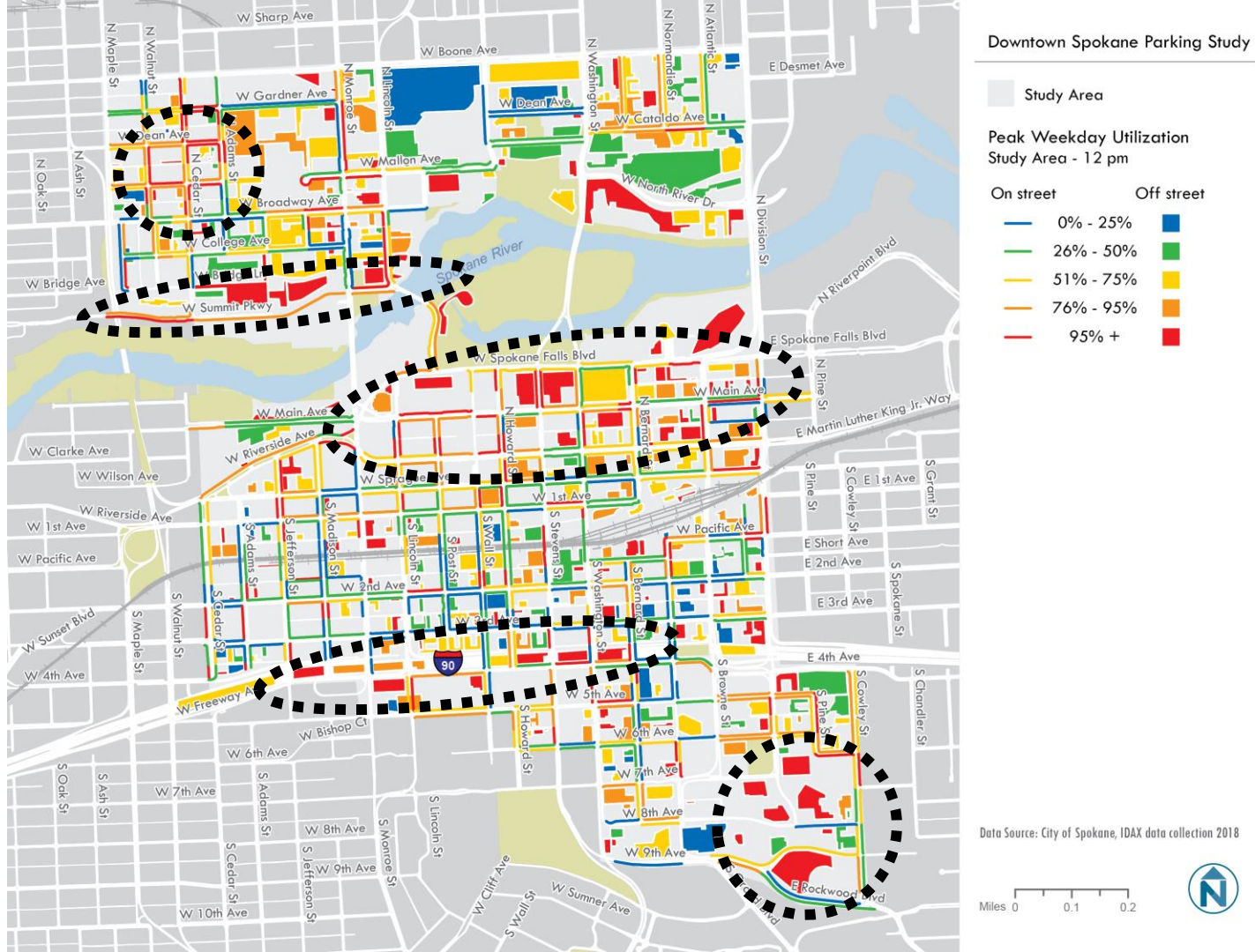
Miles 0 0.1 0.2



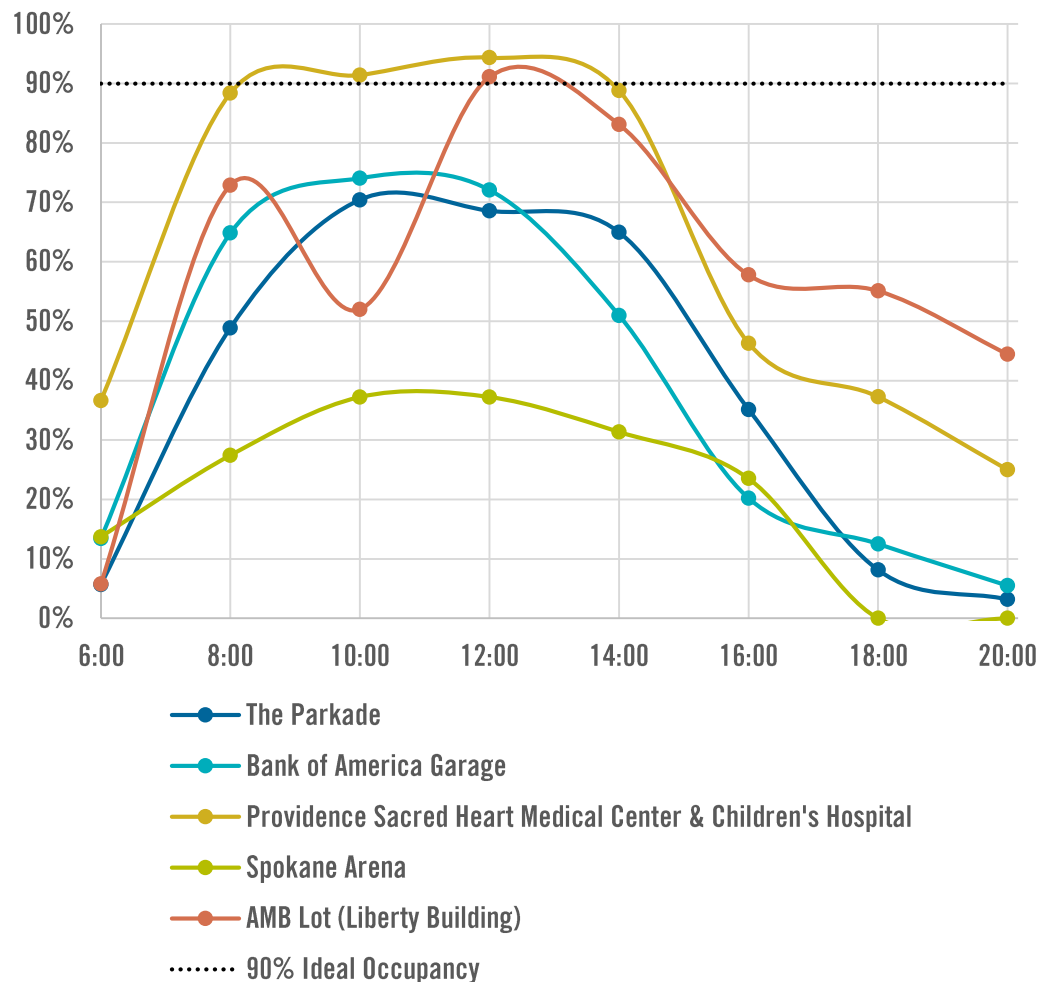
8 PM



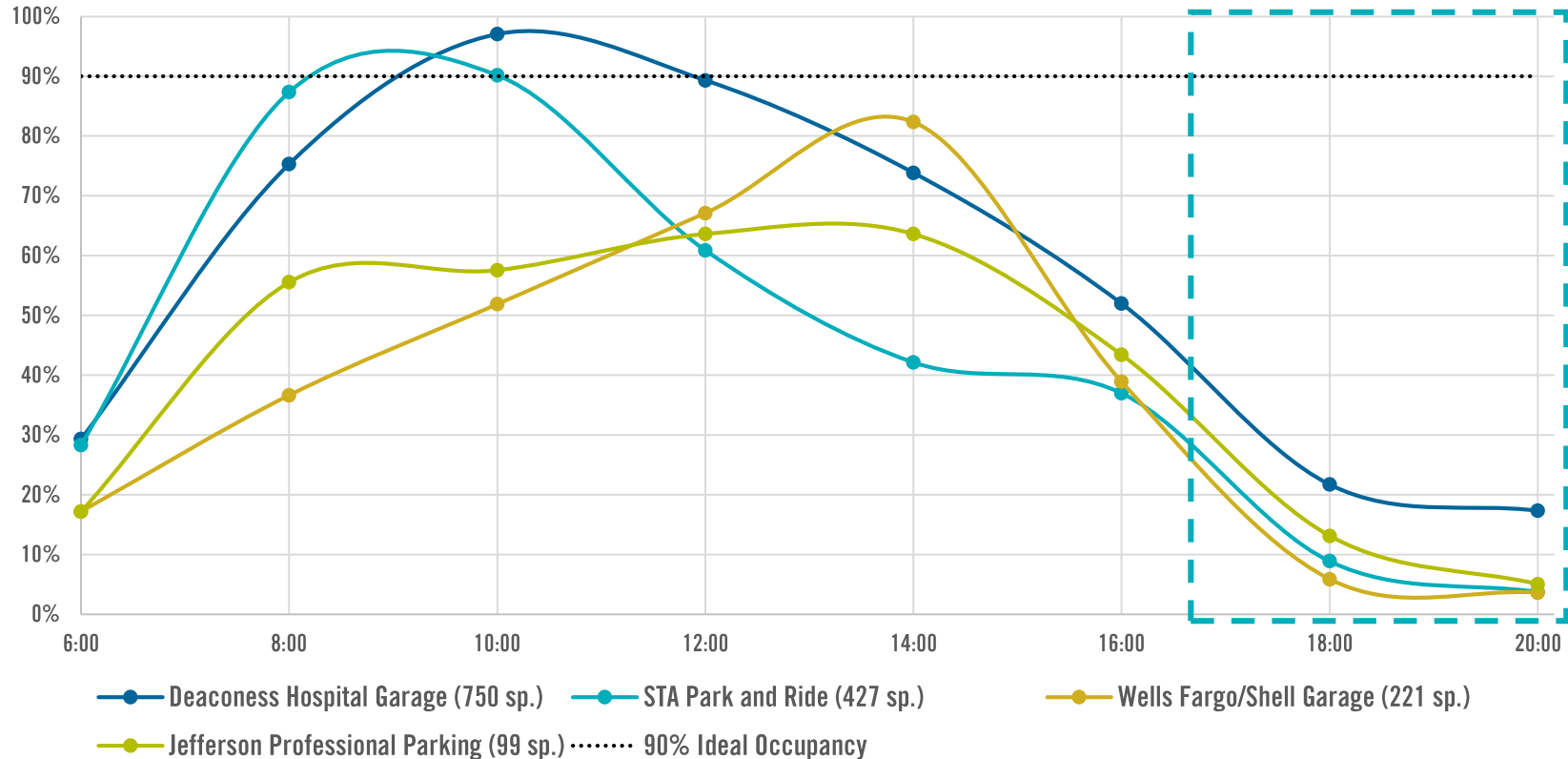
Peak Demand



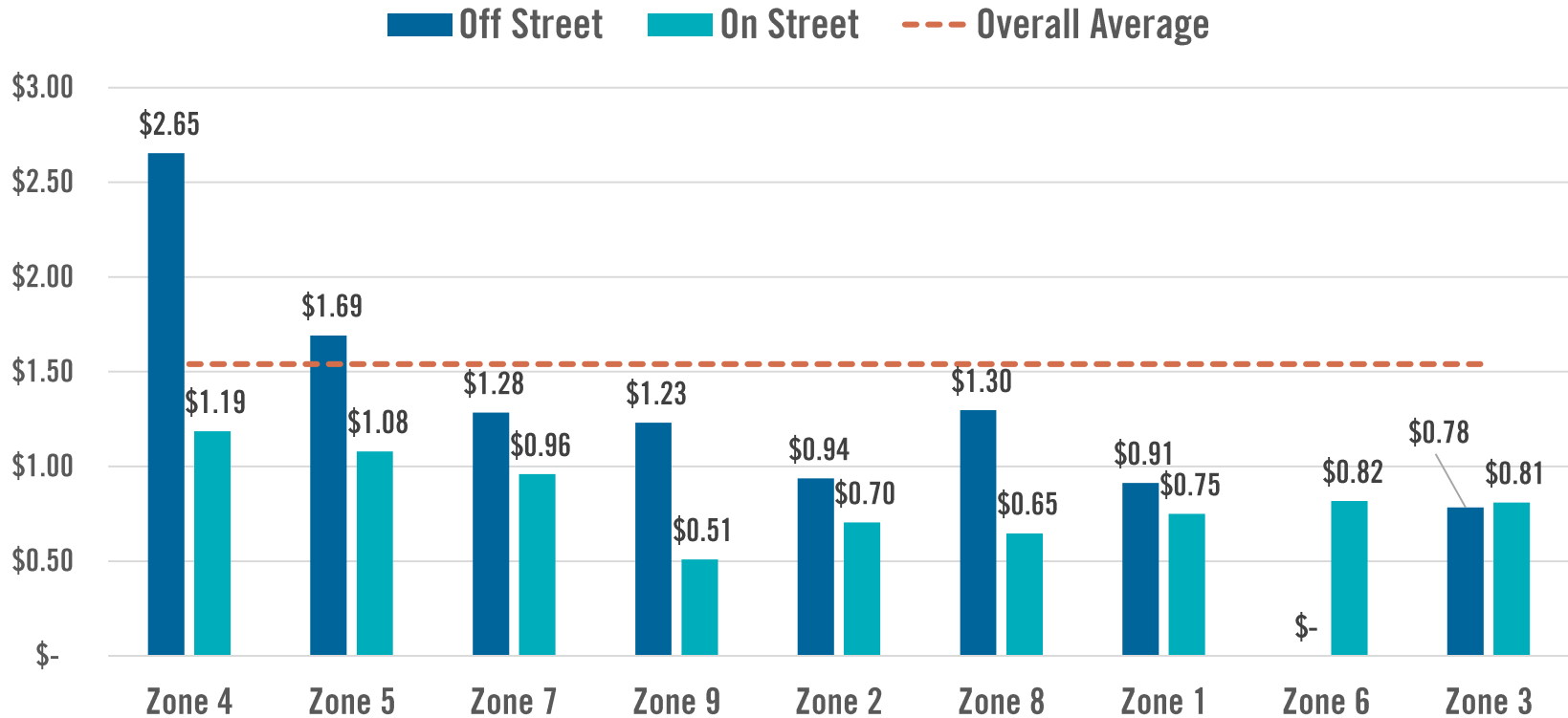
PARKING CAN BE DIFFICULT TO FIND IN KEY LOCATIONS AND FOR KEY USERS



SOME EVENING AND WEEKEND SPACES ARE OPEN, BUT NOT AVAILABLE TO THE PUBLIC



CHEAPER (AND FREE) ON-STREET PARKING LIKELY INCENTIVIZES BARGAIN HUNTING



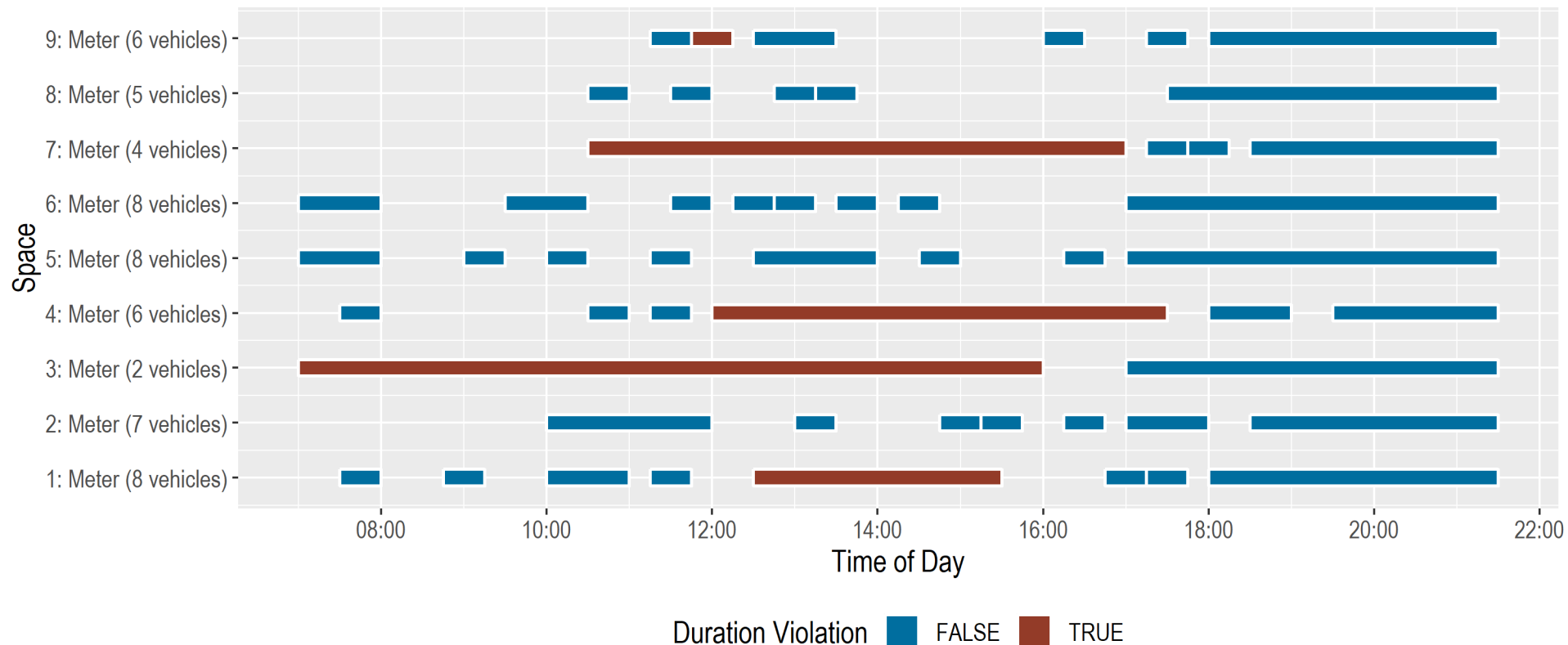
MANY OVERSTAY THE TIME LIMITS

- **26%-32%** of observations in commercial loading zones were in violation
- **6-8%** of parkers are parking in more than one location in a given day



MANY OVERSTAY THE TIME LIMITS

Weekday: W MAIN ST: FROM N WASHINGTON ST TO ALLEY (SOUTH)



THE PARKING EXPERIENCE CAN BE CONFUSING AND CHALLENGING



THE PARKING EXPERIENCE CAN BE CONFUSING AND CHALLENGING



WALKABILITY IMPACTS THE PARKING SYSTEM



1,861 RESPONSES TO PARKING SURVEY



68%
drive alone and park



20%
carpool

4%
public transit



3%
walk

2%
bike



1%
dropped off, or Uber/Lyft, or Taxi

2%
other

*2% each: own a business or property; go to school; do not travel to downtown

LOCATION OF PARKING IS MOST IMPORTANT FACTOR IN CHOOSING WHERE TO PARK

Survey Summary



PRICE, AVAILABILITY OF SPACES, TIME LIMITS, AND USER EXPERIENCE ARE BIGGEST ISSUES.

Survey Summary

Respondent Top 3 Parking Issues

44%

Off-street parking is too expensive

39%

Not enough available parking spaces, at all times and locations

32%

On-street time limits are too short

30%

Not enough available parking spaces, at certain times and locations

26%

On-street parking is too expensive

20%

I don't feel safe or comfortable walking to, from, or within parking facilities

18%

Uncoordinated or confusing systems to pay for parking

11%

Parking is often available in private lots or garages, but the public cannot park there

7%

Poor and/or confusing signage and wayfinding

6%

Too many on-street passenger loading and/or commercial delivery spaces

PUBLIC PARKING, LONGER TIME STAYS, AND MORE MULTIMODAL OPTIONS WERE PREFERRED BY RESPONDENTS.

Top Potential Solutions *(percent of respondents choosing)*

Allow for longer parking at on-street spaces (33%)



More consistent and user-friendly parking payment technology (25%)

More consistently available on-street parking near my destination (22%)



New parking garage open to the general public at all times (34%)

New or enhanced shuttle service from park-n-rides or parking facilities near the edge of downtown (23%)



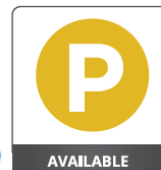
More information about downtown parking options (availability signs or mobile apps) (22%)



Improved transit, biking, carpooling, or walking options and incentives to make it easier to park once or not drive at all (27%)



Expand available public parking in existing private parking facilities (23%)



Redevelopment of underutilized surface parking lots into housing, retail, office, or other desired land uses (19%)



NEXT STEPS

- Strategy development and evaluation
- Best practices and peer review
- Implementation plan
- Draft + Final Report



THANK YOU!



Phil Olmstead
Bryan Blanc

503-488-2242
pilmstead@nelsonnygaard.com



PEDESTRIAN, TRAFFIC AND TRANSPORTATION (PeTT) COMMITTEE

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

MEETING NOTES

June 26, 2018

West Central Community Center – 1603 N. Belt Street

6:00 – 7:30 PM

CALL TO ORDER AND INTRODUCTIONS

11 neighborhood councils represented

2 city staff members

1 Spokane Transit staff member guest

FORUM DISCUSSION: Considerations for a Traffic Safety Pilot Program

- City Council Members Lori Kinnear and Mike Fagan

The city council included four additional police officers in the 2018 budget with the specific intention of having them all assigned to the police department's traffic unit in order to augment speed limit enforcement, etc., throughout the city. CC members Fagan and Kinnear discussed the possibility of a targeted enforcement "pilot program" for certain school zones or parks involving the reduction of speed limits on adjacent streets to 20 mph. CC Fagan explained the inherent difficulty in reducing speed limits to 20 mph for school zones, which is that existing traffic control measures already in place would need to be removed per state regulations—including the speeding ticket radar devices now installed at two elementary school locations. The discussion then moved to the parks options. There was an extended dialogue that approached, but did not resolve, the matter of whether to "pilot" the enforcement of the existing—various and apparently inconsistent—speed limits around the likely target parks in each council district, or to assess a rigorous enforcement effort only after the city has changed speed limits around these parks to a uniform 20 mph.

PRESENTATION: The Regal / Monroe High Performance Transit Corridor 2019

- Kathleen Weinand – Spokane Transit Authority

The first high performance project to start implementation after the Central City Line is the Regal / Monroe Corridor, and as soon as next year. Ms. Weinand spent 40 minutes with committee members on this specific project and numerous other aspects of STA's services and their evolution over the next several years.

See: <http://stamovingforward.com/plan/projects/create-hpt-lite-bus-line-from-north-monroe-to-south-regal-with-more-sheltered-stops>

CONTINUING DISCUSSION: Traffic Calming Policy Update

- The municipal code provision at 17H.010 Traffic Calming will have revisions suggested by the chair discussed by the traffic calming subcommittee next week. Then it will be off for review by the administrative divisions (attached).

NEXT MEETING -- August 27, 2018 **PLEASE** make sure your neighborhood council is represented!

- July meeting is cancelled

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

Existing SMC	Proposed Revision of this provision of the SMC
Chapter 17H.010 Street Development Standards Section 17H.010.160 Traffic Calming	Chapter 17H.010 Street Development Standards Section 17H.010.160 Traffic Calming
A. Allowable traffic calming features include traffic circles, chicanes, curb extensions, medians, entry-way treatments, landscaping, turn or access restrictions and other traffic calming features set forth in the Traffic Calming Policy for Residential Streets.	A. Context-sensitive traffic calming measures are employed in neighborhoods to implement Comprehensive Plan Policy TR14 Traffic Calming and shall not create a street maintenance, safety or parking enforcement problem.
B. Installation of traffic calming features on existing streets requires a public meeting and a petition representing at least fifty percent plus one of the households in the petition area. This process is outlined in the Traffic Calming Policy for Residential Streets.	B. Potential traffic calming measures are identified by the Institute of Traffic Engineers and include traffic circles, chicanes, curb extensions, medians, entry-way treatments, landscaping, turn or access restrictions, and such other features set forth in the standards and practices of the Traffic Calming Toolbox of the Office of Neighborhood Services.
C. Installation of traffic calming features on new streets will be evaluated on a case by case basis and approved by the director of engineering services and the director of streets.	C. All proposed traffic calming measures will be evaluated and documented based on posted speed, traffic volumes, pedestrian generators within the project area, roadway geometry, residential density and collision history as applicable.
D. All proposed traffic calming features will be evaluated based on posted speed, traffic volumes, pedestrian generators within the project area, roadway geometry, residential density and collision history as applicable.	D. Installation of traffic calming measures on existing streets requires a public participation process outlined in the Traffic Calming Toolbox of the Office of Neighborhood Services.
E. Traffic calming features shall not create a street maintenance, safety or parking enforcement problem.	E. Installation of traffic calming measures on new streets will be evaluated on a case by case basis and approved by the director of engineering services and the director of streets.

- New A. identifies the 2017 comprehensive plan transportation policy - TR14 Traffic Calming - that this provision of the SMC is intended to implement; substitutes the term “features” for “measures”, which is the comp plan terminology; and incorporates the language of existing E. to retain the same A. to E. sequence.
- New B. adds a nationally-recognized reference for the range of generally-accepted traffic calming measures, The Institute of Traffic Engineers (“ITE”); and in effect, retires the 2011 Traffic Calming Policy specified in existing A. and B. by substituting the ONS “toolbox” policy and procedure document—with its associated application form—which are more easily revised, subject both to the various provisions of the city council resolutions that control funding allocations and project types, and to the evolution of project application practices.
- Existing D. is moved to new C. and affirms existing practice by adding the requirement for documenting the evaluation of situations for the installation of traffic calming features.
- Revised D. removes the 50+1 petition requirement of existing B. in favor of a “public participation process” specified in the ONS toolbox.
- Existing C. is moved to new E. and is unchanged.

Community Assembly Committee: Building Stronger Neighborhoods
7/23/2018 12:00PM Park Bench Café, Manito Park

Members present: Kelly Lotze (Chair: Browne's Addition), Tina Luerssen (Secretary: Grandview/Thorpe), Chris Flanagan (Manito/Cannon Hill), Fran Papenleur (Audubon-Downriver), Colleen Gardner (Chief Garry Park), Dave Lucas (Rockwood).
ONS staff: Katie Myers.

- Committee Housekeeping
 - June 25th meeting minutes approved, with correction from Fran to update Victor Frazier for 501(c)3 information, and both Victor & Doug Prendergast for Concerts in the Park.
- Committee Business
 - Website Update: Kelly, Tina and Katie met with Thuy from City Web last week to discuss what the Toolkit could look like online. There is a tab under Neighborhoods>Programs>Neighborhood Training Series. We're thinking this could be the landing page for the BSN Toolkit. As time allows, we'd like for committee members to look at the existing documents on this page and see what we can continue to keep posted and what should be deleted or modified.
 - Katie will fill out Meta Data for each document, entering Keywords for web searches. Then Katie will send documents to Thuy for uploading.
 - There will also be a graphic worked up to scroll on the main Neighborhoods page, which would link directly to the Toolkit page.
 - Outreach campaign once the website is live with information. Promote at CA, Friday Update, etc.
 - CA Retreat: Locations are being researched for the Retreat, trying to keep it in the central core area of the city, keeping parking in mind. Tina and Fran will be meeting with Amber Waldref this week to pick her brain for the Retreat topics. Our goal is to have the date/location confirmed before the August CA meeting.
- Education & Outreach
 - Marketing Toolkit:
 - Tina is compiling all of the .pdfs which have been submitted so far, and Katie has some as well. It would be nice to have Media Contact Lists in a spreadsheet format instead of just .pdf, so they can be exported more easily for mailing lists.
 - Everything should be submitted in Word format, so that we can edit format/font for continuity. "Examples" (i.e. completed brochures, door hangers, etc) can be .pdfs so they can't be tampered with/edited.
 - Colleen presented a packet which she designed outlining how she contacts local businesses/organizations. The packet can be presented one-on-one to a business or sent in a mailer. She includes a welcome letter from the NC, the glossy Planning

document on the Neighborhood, Crime documents, NC information from the Comp Plan, rack cards, etc.

- CGP also promotes a Business of the Month, on their FB Page and at meetings, and they ask for a discount or other perk for those who mention the promotion.
- The business/NC partnership works both ways, so that NC reps will ask businesses if they are having issues. If there are issues, the NC will contact COPS or Code Enforcement to help alleviate the problem.
- Invite/involve businesses, don't just ask for donations. Schedule Coffee With a Cop in a local business; organize meetings/events at neighborhood restaurants.
- Deadline for getting all Toolkit documentation together: August 27th BSN meeting.
- Cleaning From the Corridor: Katie reported that the two neighborhoods have been selected: Audubon-Downriver and North Hill will be receiving a request from ONS for a proposal/plan for CFTC, then ONS will decide by early August which Neighborhood will host the event.
- Announcements & Upcoming Events:
 - August location at Shadle Library? Ideally somewhere with a projector/screen where we can all see what documents we've compiled, and what we still need to put together. Chris will see if the room at Shadle is available.
- Topics for next meeting:
 - Marketing Toolkit: Look at what we've compiled so far, assign topics which still need to be put together.
 - CFTC Update
 - CA Retreat Update
 - Fall BSN Meeting location?
 - Budget options at the end of the year: compile a list of low-cost expenses for any remaining funds. New popcorn machine is one possible item.
- Next meeting: Next regular meeting will be on Monday, August 27th 2018. 12pm at **TBD. Possibly Shadle Library meeting room.** Chris will contact the library for this request. If Shadle isn't available, we'll try the South Hill Library, or a Community Center.

Marketing Toolkit Table of Contents

Items in Italics have been submitted

1. Press Releases: (Kelly Lotze?)
 - 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*
 - 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 (Victor Frazier/Doug Prendergast)
 - 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)*
 - b. Reaching out to new neighborhood residents/Realtors (Dave Lucas)
 - c. *How to Create a Block Watch (COPS, Abby Walthall)*
 - d. Being a 501(c)3 Non-Profit Organization (Victor Frazier)



September 10, 2018
West Central Center Community Center
1603 N Belt
6:30-8:30pm

Please join us for a Community Conversation
our guest speaker will be
Sheriff Ozzie
All citizens are welcome