

Training: Annual Comprehensive Plan Amendment Process

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CITY OF SPOKANE
PLANNING SERVICES
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Tips for this Virtual Training

- Please keep your microphone muted whenever you're not speaking – helps limit microphone feedback and general confusion!
- **Notice** * This training will be recorded to allow additional viewing access on the city pages or YouTube. Please close your camera if you prefer.
- Submit questions via the chat window. Please use the chat box function, raise your “hand” in the app, or just in your video. It will be easier for Annica to manage if you can wait until the presentation is completed.
- Please limit your chat usage to questions and comments for the presenter – not to other participants.
- On the telephone? If you are on the phone, use ***3 to begin and end** your question.
- Looking forward to additional feedback to make trainings and meetings more accessible for everyone. Let us know via email or phone.
- Please be compassionate and understanding, this is still new to everyone.



Basic Training

Spokane Municipal Code 17G.020

- ▶ What is the Growth Management Act?
 - ▶ What is a Comprehensive Plan Amendment?
 - ▶ What is the annual amendment process?
 - ▶ How are citizens involved?
 - ▶ Providing comment!
- ***Note: Specific applications are not included in the training.***

Basic Training



▶ **Q.** Why would I want this information on Comp Plan Amendments?

▶ **A.** Because Comp Plan policies and maps are the very beginning of directing future growth and development. By the time you see signs like these in your neighborhood, citizen comment to impact the proposal could be limited based on the action.





Growth Management Act (GMA) jurisdictions have comprehensive plans that express the community's long-range vision for future growth and development, providing policy guidance for implementation. Spokane's Comp Plan was last updated in 2017. By State mandate the Plan will be reviewed overall and updated again in 2026. www.shapingspokane.org

Revised Code of Washington (RCW)

36.70A Growth Management Act

- ▶ RCW 36.70A provides for an annual amendment process to keep the Plan responsive between mandated updates. This process is separate from the major 8-year state mandate update schedule.
 - ▶ City sponsored, private applicant, etc.
- ▶ Cumulative impacts of proposed changes must be considered.
- ▶ SEPA



The screenshot shows the Washington State Legislature website. At the top, there is a green banner with the text "WASHINGTON STATE LEGISLATURE" in gold. Below the banner, there is a navigation menu with the following items: "Legislature Home", "House of Representatives", "Senate", "Find Your District", and "Laws & Agency Rules". The main content area displays the breadcrumb trail "RCWs > Title 36 > Chapter 36.70a > Section 36.70a.130". Below the breadcrumb trail, there is a navigation bar with the text "36.70A.120 << 36.70a.130 >> 36.70A.131". The main content area displays the text "RCW 36.70a.130" and "Comprehensive plans—Review procedures and schedules—Amendments."

Record of Comprehensive Plan Amendments

Adoption Date	Effective Date	Ordinance #	Nature of Amendments
6-9-03	7-18-03	C-33240	Amending the Comprehensive Plan Land Use Chapter to add text for two new land use categories, "Center and Corridor Core" (CC Core), and "Center and Corridor Transition" (CC Transition).
6-9-03	7-18-03	C-33241	Amending the Spokane Zoning Code Initial Land Use Code for Centers and Corridors (SMC 11.19.1930 - 11.19.19315) to add text changes for one new zoning category, Type 4(CC4): Mixed Use Transition Zone.
6-9-03	7-18-03	C-33242	Land Use Plan Map amendment to include land use changes for the Hillyard Business Corridor.

Annual Amendment Work Program

- ▶ Anyone can apply to amend the Comprehensive Plan.
- ▶ Applications can be to amend text (policies), maps, or both in some cases.
- ▶ Review should be comprehensive – all applications are considered together.
- ▶ SMC 17G.020 was amended in 2017 to provide for “early threshold review” referred to as “docketing.” Written comments are accepted.
- ▶ The docketing committee makes a recommendation to the City Council for applications to enter the Planning Work Program.
- ▶ Council will adopt by Resolution the Annual comp plan applications that will go forward to the work program. This is a hearing, where both written and spoken comments are accepted.

Typical Steps in This Process



Annual Comp Plan Amendments SMC 17G.020

2020-2021 Estimated Schedule PREVIEW!

Docketing: February 17, 2021 11:30 AM

Comp Plan Amendments Website Live: **NOW**
<https://my.spokanecity.org/projects/2020-2021-proposed-comprehensive-plan-amendments/>

City Council Sets Work Program: March 2021

Public Comment Period: May through July 2021

Plan Commission Hearing: September 2021

City Council Hearing: November 2021

Milestones

- ▶ Counter Complete – amendment application reviewed. *November – December 2020.*
- ▶ Threshold Review – docketing committee made up of 3 Plan Commissioners and 3 City Councilmembers review and prepare a recommendation for the annual work program. Written comment accepted February 17; Council work program resolution in March – hearing.
- ▶ Agency and Department Review – Consistency and concerns
- ▶ Plan Commission – substantive workshop(s) during the 60-day public comment period. SEPA determination and staff report. *May – July 2021.*
- ▶ Plan Commission – public hearing(s). *September 2021.*
- ▶ City Council – public hearing. *November 2021.*

Threshold Review Decision Criteria – SMC 17G.020.026

- ▶ The City Council may amend or add a proposed amendment to the Annual Comprehensive Plan Amendment work program if criteria are met.
- ▶ When the City Council approves the resolution for the entire work program for the Annual Comprehensive Plan Amendments staff begins a comprehensive review for each proposal. The review must also consider cumulative impacts.



Annual Comprehensive Plan Amendments – the details

- City of Spokane takes applications yearly – private and city initiated.
- May be text or map amendments, or both. Applications proposing a land use map designation change **will include concurrent zoning map change.**
- Spokane Municipal Code (SMC) 17G.020 outlines the amendment procedures and decision criteria.
- **Two parts: Sections 17G.020.010- 17G.020.026 amendment context – what needs to be considered. Sections 17.020.030 cover the mechanics – how the proposal is processed.**

Comprehensive Plan Amendments

Guiding Principles SMC 17G.020.010

- ▶ ***All actions taken during the annual process are legislative actions.***
- ▶ Keep the Comprehensive Plan alive and responsive to the community.
- ▶ Simultaneous review of all proposals to provide cumulative impact analysis city-wide and in conjunction with budget decisions.
- ▶ Map adjustments based on Comp Plan policy foundation and apply consistently city-wide.
- ▶ Honor the community's long-term investment in the Comprehensive Plan through public participation and neighborhood planning, not making decisions lightly.
- ▶ Encourage development for entire community prosperity, reinforcing sense of place, and ecologically, economically, and socially sustainable.
- ▶ Proposed change must result in net benefit to general public.

Amendment Criteria SMC 17G.020.030

- Regulatory changes and GMA state legislation.
- Financing and funding shortfall.
- Internal consistency.
- Regional consistency.
- Cumulative effect and SEPA.
- Adequate public facilities, Urban Growth Area (UGA).
- Demonstration of need.

Criteria – SMC 17G.020.030

- ▶ **Regulatory changes** – amendments to comprehensive plans must be consistent with any recent state or federal legislative actions or changes, including environmental regulations.
- ▶ **Growth Management Act (GMA)** – must be consistent with the goals and purpose of the Act RCW 36.70A.
 - ▶ 13 goals that speak to urban growth, reducing sprawl, efficient transportation, and affordable housing availability, among others. A 14th goal incorporates the goals and policies of the Shoreline Management Act (SMA) RCW 90.58.020.

Criteria – SMC 17G.020.030

- ▶ **Cumulative effect**– amendments must be considered concurrently to evaluate the overall effect on comp plan text and maps, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.
- ▶ **Land Use impacts** – applications to be reviewed for cumulative land use impacts; mitigation requirements may be imposed in the approval action if adverse environmental impacts are identified.
- ▶ **Grouping** - proposals for area-wide rezones or site-specific land use plan maps may be evaluated by geographic sector or land use type to facilitate cumulative assessments.

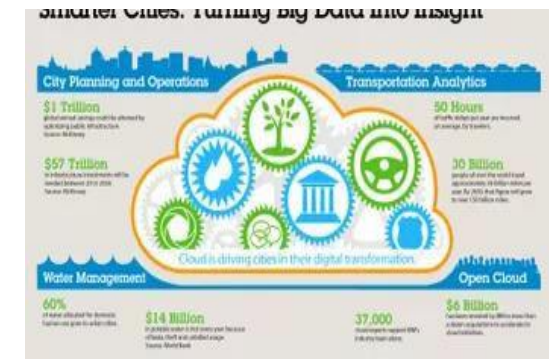
Criteria – SMC 17G.020.030

State Environmental Policy Act (SEPA)

- ▶ **SEPA** – must be completed on all proposals.
 - ▶ Determination of Significance (DS) on an application may result in it being deferred to next application cycle to allow adequate time for an Environmental Impact Statement (EIS).
- ▶ **Adequate public facilities** – amendments must not adversely affect the City's ability to provide the full range of urban public facilities and services (CFU 2.1 and CFU 2.2) citywide or consume public resources otherwise needed to support comp plan implantation strategies.

Criteria – SMC 17G.020.030

- ▶ **Financing** – proposals must be supported by financing commitments and reflected in relevant infrastructure plans in the Comp Plan in same budget cycle as required by GMA.
- ▶ **Funding shortfall** – if proposals indicate a need to scale back land use objectives or service levels those decisions must utilize a public process as part of the amendment processes.



Criteria – SMC 17G.020.030

- ▶ **Internal consistency** – proposals must be consistent with Comp Plan, development regulations, capital facilities plans, critical area regulations, post-2001 neighborhood plans, and others.
- ▶ **Regional consistency** – any changes must be consistent with county-wide planning policies (CWPP), neighboring jurisdiction comp plans, capital plans, official population forecast, regional transportation plans, special districts, and others.



Comments

Commenting! It's a Public Record

- Read the amendment proposal and SEPA notice – provide relevant comments on the documents. The project page is here:

<https://my.spokanecity.org/projects/2020-2021-proposed-comprehensive-plan-amendments/>

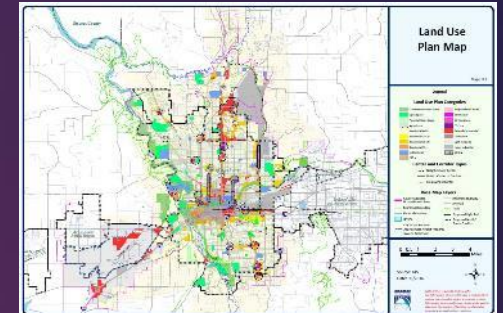
- Provide comments throughout the process! Watch for hearing notices in the local newspaper, online, and sign up for email notice:

Kevin Freibott, Lead Planner kfreibott@spokanecity.org

Contact Kevin Freibott if there are specific questions on an application proposal.

Helpful Commenting Tips

- Facts, not opinions – Studies are one source for supporting comments.
- Look at comprehensive plan designations, and policy goals for the specific property and the area.
- Check to see if a neighborhood plan (post-2001) is available and compare it to the proposal.
- If the application is for a land use map amendment, look up the zoning category in SMC 17C for a list of the permitted uses for the proposed zone.



Commenting

Keep in Mind...

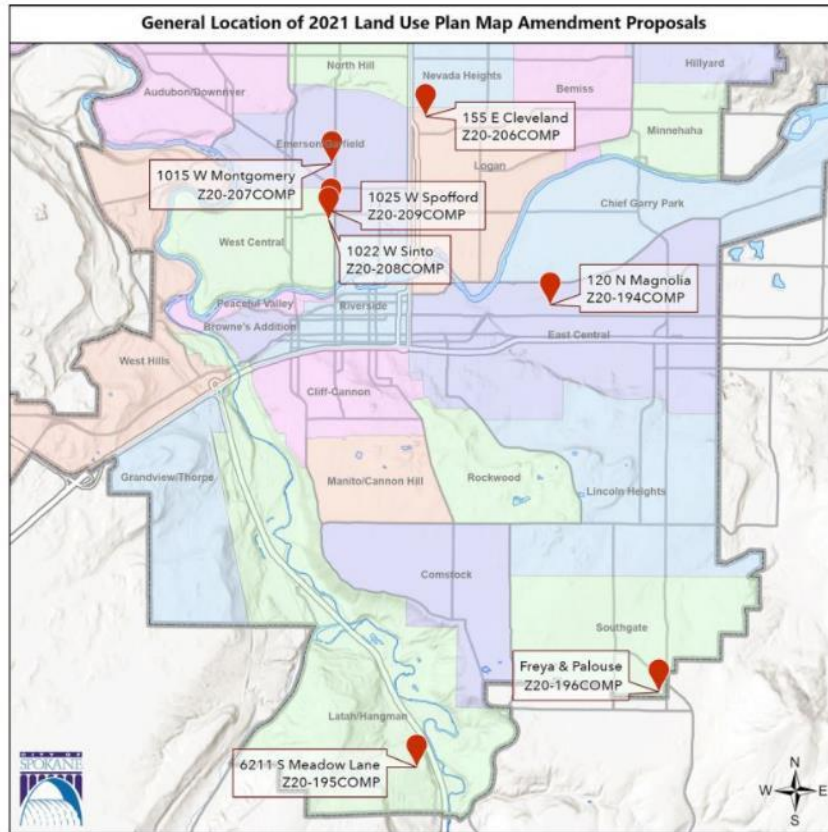


- **The application for an amendment is not the development project! It is a request to make a future project possible.**
- **A text amendment request (policy) asks the community to consider new guidance to better achieve the community vision.**

References and Links for Commenting

- Spokane Municipal Code – SMC 17A Administration, 17C Land Use Standards, 17E.050 Environmental, 17G.020 Comp Plan Amendment procedures.
- Shaping Spokane Comprehensive Plan.
- 2020/2021 Applications – includes planner contacts.
- MapSpokane – find info on parcels, like current zoning.
- WA Dept of Commerce Training Videos – short and helpful!
- Municipal Research & Services Center – planning articles.
- Eastern Washington Growth Management Hearings Board – handbook, cases, and other links.

2020/2021 Proposed Comprehensive Plan Amendments



What's Happening Now:

In October 2020, the City of Spokane accepted applications for proposed amendments to the Comprehensive Plan. During that period the City received six applications for amendments to map [LU-1, Land Use Plan Map](#). Staff anticipates one city-sponsored proposed amendments to maps [TR-5, Proposed Bike Network Map](#). All proposed amendments are summarized in the following table:

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Online Project Page

<https://my.spokanecity.org/projects/2020-2021-proposed-comprehensive-plan-amendments/>

How do you stay involved?



- Add your name and email to the “interested persons list for the applications that you are interested in and important dates.
- Attend the Plan Commission workshops.
- Read the SMC 17G.020 if you’d like to learn more about the Decision Criteria and processing.
- Read Shaping Spokane chapters that are relevant to your specific interest. Neighborhood planning information can be found there too.
- Comments are most useful for staff and decision makers when factual, address decision criteria in SMC 17G.020, or SEPA checklist items.

Estimated 2020-2021 Timeline

- OCTOBER 31, 2020 Deadline for private applications.
- FEBRUARY 17, 2021 Docketing committee meets to review and prepare work program recommendation.
- CITY COUNCIL Hearing for resolution setting work program March 2021.
- Full review begins May-July 2021.
 - ✓ Agency and interested City department review
 - ✓ Additional studies may be conducted (traffic studies, etc.)
 - ✓ Public comment period
 - ✓ SEPA determinations
- Plan Commission hearing ~ September 2021
- City Council action ~ November 2021

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Thank you!

Contacts:

Training

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2020/2021 Amendment Applications

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